



The Board of Education of  
School District No.5 (Southeast Kootenay)  
**ALL COMMITTEES (PUBLIC)**  
**AGENDA**

April 28, 2026, 3:00 P.M.

Cranbrook Board Office

Members

Trina Ayling  
Bev Bellina  
Irene Bischler  
Alysha Clarke  
Nicole Heckendorf  
Chris Johns  
Doug McPhee  
Sarah Madsen  
Wendy Turner

**Pages**

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

**1.2 Acknowledgement of Ktunaxa Territory**

Acknowledgement that we have gathered on the Homelands of the Ktunaxa People.

**1.3 Approval of the Agenda**

**1.4 Approval of the Minutes**

Approval of the minutes from February 23, 2026

4

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

**2.1 Amy Woodland Elementary Update**

**3. PRESENTATIONS**

**3.1 French Curriculum Support Update**

Marzia Bottoni

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Nicole Fulton

#### 4. REPORTS

##### 4.1 Secretary Treasurer

4.1.1 Mountain View Sparwood

4.1.2 Fernie Elementary School

4.1.3 Annual Facility Grant Analysis 20

##### 4.2 Superintendent

4.2.1 Indigenous Education Council (IEC)

4.2.2 Early Learning, Child Care and District Literacy

4.2.3 Framework for Enhancing Student Learning

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Support for Aligning BC's Education and Child Care Funding Model to Expand Affordable, School-Based Child Care

5.1.5 Letter of Support from Prince Rupert School District 52 44

Addressing Youth Vaping

5.2 Learning Services

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<b>6.</b>	<b>NEW BUSINESS</b>	
6.1	<b>Sparwood Secondary Outdoor Education White Water Rafting Trip</b>	45
	<b>RECOMMENDATION</b>	
	THAT the spring of 2026 Sparwood Secondary rafting trip be approved with the understanding that the river will be run two days prior to the students taking the trip. Furthermore, this trip is only approved if there is guaranteed and adequate emergency services available and the most experienced river rafting guides are used.	
6.2	<b>Capital Project Submission Summary - September 2025</b>	65
	As requested at the April 14, 2026, meeting.	
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<b>10.</b>	<b>ADJOURNMENT</b>	



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - ALL COMMITTEES (PUBLIC)**

**February 23, 2026, 3:00 p.m.  
Cranbrook Board Office**

Committee Members in Attendance: Trustee Irene Bischler (Co-Chair)  
Trustee Sarah Madsen (Co-Chair) (remotely)  
Chairperson Doug McPhee  
Trustee Trina Ayling  
Trustee Bev Bellina (remotely)  
Trustee Alysha Clarke  
Trustee Nicole Heckendorf  
Trustee Chris Johns  
Trustee Wendy Turner

Board/District Staff in Attendance: Superintendent Viveka Johnson  
Secretary Treasurer Nick Taylor  
Director of Instruction Human Resources Brent Reimer  
Director of Instruction Systems Leadership and Safe Schools Jason Tichauer  
Director of Instruction Curriculum and Assessment Michael Kelly  
Director of Operations Joe Tank  
District Principal Early Learning and Child Care Laura-Lee Phillips (remotely)  
District Principal of Learning Services Kaley Wasylowich  
District Vice Principal Human Resources and Health & Safety Erin Boehm  
Manager of Board Office & Executive Services (recorder) Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Co-Chair Trustee Bischler called the public All Committees meeting of February 23, 2026, to order at 3:01 p.m.

**1.2 Acknowledgement of Ktunaxa Territory**

Acknowledgement that we have gathered on the Homelands of the Ktunaxa People.

Co-Chair Trustee Bischler acknowledged that we have gathered on the Homelands of the Ktunaxa People.

### **1.3 Approval of the Agenda**

Moved/Seconded by Clarke/Heckendorf:

THAT the All Committees public agenda of February 23, 2026, be approved as circulated.

### **1.4 Approval of the Minutes**

Moved/Seconded by Johns/McPhee:

THAT the minutes of the public All Committees meeting of January 26, 2026, be approved as circulated.

## **2. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **2.1 Amy Woodland Elementary Update**

Secretary Treasurer Taylor provided an update on the Project Definition Report/business case for Amy Woodland Elementary. The Project Definition Report is under Ministry of Infrastructure review.

### **2.2 STEAM Fair Information**

Director Kelly reviewed the STEAM Fair Information included in the agenda package. Trustee Clarke requested information be sent to the schools on the upcoming Science Fair.

### **2.3 Digital Literacy**

Director Kelly reviewed the document; *Digital Literacy is Everyone's Job*, which was included in the agenda package. This information was in response to discussion during the January in-camera meeting, Online Safety and Awareness.

## **3. PRESENTATIONS**

### **3.1 2026/27 Budget Presentation CUPE 4165**

President Sarah Mooy presented on behalf of CUPE 4165.

### **3.2 2026/27 Budget Presentation Legacy of Learning**

Erin Knutson and Deryll White presented on behalf of the Legacy of Learning.

## **4. REPORTS**

### **4.1 Secretary Treasurer**

#### **4.1.1 Mountain View Sparwood**

Secretary Treasurer Taylor continues to look at options for leasing the Mountain View building. Discussions with Elk Valley Resources are ongoing.

#### **4.1.2 Fernie Elementary School**

The draft design approval has been received to allow the District to start working on pre-tender documents. The formal Certificate of Compliance should be received in the near future. A stakeholder meeting has tentatively been arranged for March 10, 2026.

### **4.2 Superintendent**

#### **4.2.1 Indigenous Education Council (IEC)**

The next meeting is March 12, 2026. Secretary Treasurer Taylor will meet with the IEC representative regarding the 2026/27 budget on February 24, 2026.

#### **4.2.2 Early Learning, Child Care and District Literacy**

District Principal Phillips reviewed the report included in the agenda package.

#### **4.2.3 Framework for Enhancing Student Learning**

Superintendent Johnson will meet with Dr. Kevin Godden and the Ministry of Education and Child Care to review the Framework for Enhancing Student Learning submission. This meeting will be on February 24, 2026.

## **5. REPORTS FROM COMMITTEES**

### **5.1 Advocacy Education**

#### **5.1.1 DSAC Report**

No report at this time.

#### **5.1.2 DPAC Report**

Trustee Turner provided the District Parent Advisory Council update.

### **5.2 Learning Services**

District Principal Wasylowich reviewed the Learning Services report included in the agenda package.

### **5.3 Policy**

#### **5.3.1 Administrative Procedure 261 Participation in Extra-Curricular Events and Competitions**

#### **5.3.2 Administrative Procedure 305 School Catchment Areas**

**5.3.3 Administrative Procedure 306 Cross Enrollment**

**5.3.4 Administrative Procedure 315 Student Illness and Injury**

**5.3.5 Administrative Procedure 321 Court Documents and Records**

**5.3.6 Administrative Procedure 322 Legal Custody of Children**

Administrative Procedure 322 Legal Custody of Children was removed from the Administrative Procedures.

**5.3.7 Administrative Procedure 352 Police Questioning of Students in Schools**

**5.4 Finance Operations Personnel**

Nil

**6. NEW BUSINESS**

**6.1 Fernie Secondary Outdoor Education White Water Rafting Trip**

**RECOMMENDATION**

Moved/Seconded by Ayling/Clarke:

THAT the spring of 2026 Fernie Secondary rafting trip be approved with the understanding that the river will be run two days prior to the students taking the trip. Furthermore, this trip is only approved if there is guaranteed and adequate, emergency services available and the most experienced river rafting guides are used.

**7. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**8. CORRESPONDENCE**

**8.1 District Occupational Health and Safety Committee Minutes**

**8.2 Finance and Capital Analysis Report**

**8.3 Trustee Professional Development**

**8.4 Staff Travel Summary**

**9. QUESTION PERIOD**

Nil

**10. ADJOURNMENT**

Moved/Seconded by Johns/Heckendorf:

THAT the February 23, 2026, public All Committees meeting adjourn at 4:15 p.m.

*What services and resources did we provide to which students at what cost and resulting in what benefits?*

DRAFT

French Curriculum Support – building  
trust through listening, relationships  
and research  
Merci beaucoup!

# Glossary

- EFI: Early French Immersion MFI: Middle French Immersion
- SAG: Son-au-graphe, a French structured literacy program (adapted UFLI)
- Acadience Reading Français: French screener for early literacy skills K-3
- PD : Professional Development
- Éclair: A French literacy diagnostic tool
- AIM: Accelerated Integrative Method – a method that uses gestures and plays to teach French
- ACPI: Association Canadienne de professionnels de l'immersion – French Immersion teacher association
- SILC: Southern Interior Language Coordinators
- Consortium: BC French Language Coordinators
- BCLCA: British Columbia Language Coordinators Association

# Role & Objectives - General

- To support French teachers, support staff, Principals and community with their needs and goals
- To create continuity in the programs within the district
- To create an inclusive atmosphere for all French teachers, support staff, admin, students and families
- To value and strengthen the program

\*French Immersion & Core French

# How? Through building community

- Listening to the needs of teachers, admin, district management and community
- Weekly onsite & in-class visits, meetings, collaboration, PD
- Research then provide what is needed to support teachers and enhance student learning

Support = Trust

# Curriculum Support Implemented 2025-2026

- French Collaboration, PD & training K-12: structured literacy K-3 , Acadience data informed practice K-3, SAG & Éclair literacy intervention 4-6, media literacy 7-12, Manie Musicale 4-12, writing proficiency and assessment, AIM, ACPI Banff
- Vetted, researched & creation of French resources K-12: SAG, Éclair, AIM, MediaSmarts, Manie Musicale, Next steps Literacy Intervention, dictionnaire visual, games, la conversation, morphology, Olympics, Chat mats, listening activities/vocab videos
- Continuity in grade level curricular competencies, assessment & resources: Curriculum and resource guides EFI K – 3, MFI 4-7, Core French 5
- New teacher mentorship: specific pro-d, words of encouragement, collaboration, resources, in-class help

Support = Best practice

# Support Implemented Cont'd

- **Cultural events:** funding requests, encouragement, Le Flo Franco 2027
- **Budget transparency & technology plan implementation:** non-hierarchical/teamwork, consultation with teachers
- **Community communication:** parent and student presentations, pamphlets, welcome packages EFI K & MFI 4, Website pages with links to digital resource pages
- **Community building/teacher retention/pride:** relationship, vision, collaboration, French staff events
- **Province-wide community building:** active members SILC, Consortium, BCLCA, ACPI, – leads to pro-d opportunities, experts visits, sharing what we are doing, FI student teacher placement
- **Recruiting:** campaign, postcards, UOA career Fair Edmonton, Make a Future collaboration

**Support = Leaders in education**



**J'ADORE PARLER FRANÇAIS**

**Ta carrière,  
c'est ton  
voyage.**

**Ne laisse pas  
filer ton  
avenir.**

Enseigne le français  
dans les Kootenays  
Sud-Est.



**J'ADORE PARLER FRANÇAIS**

**Ta carrière,  
c'est ton  
voyage.**

**Où iras-tu?**

Enseigne le  
français dans les  
Kootenays Sud-Est.



**J'ADORE PARLER FRANÇAIS**

**Ta carrière,  
c'est ton voyage.**

**Où veux-tu  
aller?**

Enseigne le  
français dans les  
Kootenays Sud-Est.



*Thank you for always coming up with new and exciting activities for our students.*

- Core French 5 Teacher, KOE

*I just want to say thank you again. For the time to learn and all the resources. So needed and so helpful! I'm grateful to be teaching as this rolls out and I have more tools to help kids.*

- Kindy Teacher TMRES



**CORE FRENCH 5 UNIT 1**

**Je peux rencontrer des nouvelles personnes,  
me présenter et exprimer comment je me sens.**

*I can meet new people, introduce myself,  
and explain how I feel.*

Developed by Simon Fraser University's Office of Francophone and Francophile Affairs and coordinated by Shauna Néro  
with input from French grade 5 teachers from Sooke School District (SD62).



Son-au-graphe





*This concert was the highlight of all the presentations we've ever seen. Having all French Immersion in one room was incredible and just an amazing celebration of French culture. We danced and sang our hearts out!!*

*With the fullest of hearts  
- Teacher, TMRES*





Merci beaucoup pour le support!



# District Numeracy Support Teacher 2025-2026 Snapshot

School District No. 5  
(Southeast Kootenay)

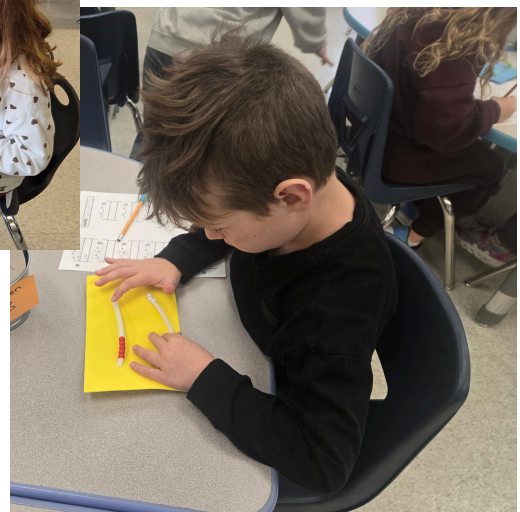
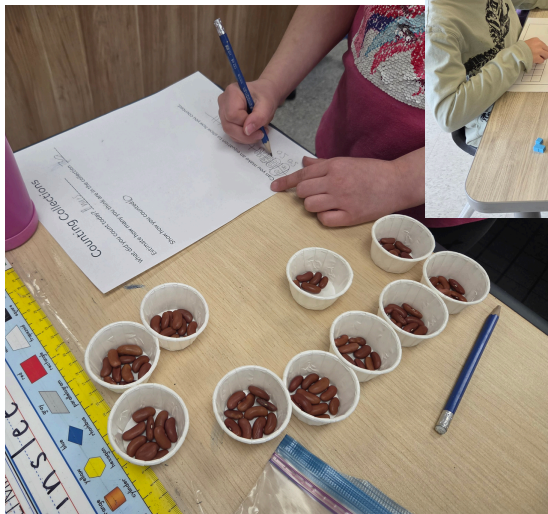
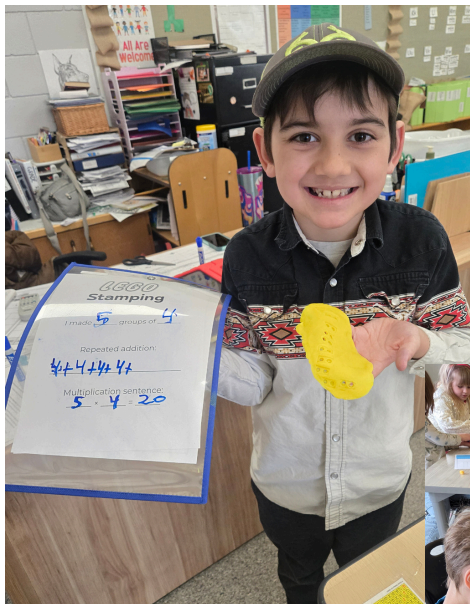
Nicole Fulton

## Focus of the role:

- Strengthening Conceptual understanding: Concrete → Representational → Abstract (CRA)
- Support math fact fluency
- Developing number sense
- Increase teacher and student confidence and agency in mathematics

## What this looks like:

- classroom visits and co-teaching
- demonstration lessons and modeling strategies
- professional learning workshops for teachers/EAs
- support for new teachers
- collaboration with school teams



**TABLE D**  
**ANNUAL FACILITY GRANT, 2025/26 vs 2026/27 Analysis**

2025/26 AFG figures pulled from Ministry of Education and Child Care funding tables

2026/27 AFG figures pulled from Ministry of Infrastructure tables

School District	Total 2025/26 Annual Facility Grant	Total 2026/27 Annual Facility Grant	% Change	\$ Change	2026/27 Student FTE	AFG \$ Per Student FTE
5 Southeast Kootenay	2,014,244	2,067,965	2.67%	53,721	5,873.00	352.11
6 Rocky Mountain	1,374,235	1,410,886	2.67%	36,651	3,464.88	407.20
8 Kootenay Lake	1,962,242	2,014,576	2.67%	52,334	4,626.25	435.47
10 Arrow Lakes	438,324	450,014	2.67%	11,690	529.50	849.88
19 Revelstoke	458,775	471,011	2.67%	12,236	1,112.00	423.57
20 Kootenay-Columbia	1,360,630	1,396,919	2.67%	36,289	4,052.75	344.68
22 Vernon	2,502,111	2,568,844	2.67%	66,733	8,839.88	290.60
23 Central Okanagan	5,511,859	5,795,491	5.15%	283,632	24,700.56	234.63
27 Cariboo-Chilcotin	2,187,957	2,246,311	2.67%	58,354	4,246.09	529.03
28 Quesnel	1,256,959	1,290,482	2.67%	33,523	2,723.38	473.85
33 Chilliwack	3,204,092	3,387,609	5.73%	183,517	15,687.40	215.94
34 Abbotsford	4,856,503	4,986,029	2.67%	129,526	20,624.63	241.75
35 Langley	4,773,721	5,191,203	8.75%	417,482	26,962.13	192.54
36 Surrey	16,577,521	17,430,575	5.15%	853,054	80,023.51	217.82
37 Delta	4,315,888	4,430,995	2.67%	115,107	15,895.13	278.76
38 Richmond	5,819,137	6,118,580	5.15%	299,443	23,144.51	264.36
39 Vancouver	15,706,928	16,515,182	5.15%	808,254	51,859.06	318.46
40 New Westminster	1,655,430	1,740,617	5.15%	85,187	8,073.84	215.59
41 Burnaby	6,533,593	6,869,802	5.15%	336,209	28,251.31	243.17
42 Maple Ridge-Pitt Meadows	3,631,988	3,818,884	5.15%	186,896	16,523.54	231.12
43 Coquitlam	7,998,261	8,409,839	5.15%	411,578	33,689.24	249.63
44 North Vancouver	4,395,398	4,670,591	6.26%	275,193	16,407.75	284.66
45 West Vancouver	1,876,584	1,973,150	5.15%	96,566	7,109.93	277.52
46 Sunshine Coast	1,379,722	1,416,520	2.67%	36,798	3,389.50	417.91
47 qathet	862,764	885,774	2.67%	23,010	3,071.88	288.35
48 Sea to Sky	1,341,472	1,457,188	8.63%	115,716	5,094.27	286.04

December 2025

**TABLE D**  
**ANNUAL FACILITY GRANT, 2025/26 vs 2026/27 Analysis**

School District	Total 2025/26 Annual Facility Grant	Total 2026/27 Annual Facility Grant	% Change	\$ Change	2026/27 Student FTE	AFG \$ Per Student FTE
49 Central Coast	423,148	434,434	2.67%	11,286	210.00	2,068.73
50 Haida Gwaii	774,757	795,420	2.67%	20,663	486.00	1,636.67
51 Boundary	795,525	816,742	2.67%	21,217	1,232.75	662.54
52 Prince Rupert	951,921	977,309	2.67%	25,388	1,751.00	558.14
53 Okanagan Similkameen	883,235	906,792	2.67%	23,557	2,338.00	387.85
54 Bulkley Valley	994,212	1,020,728	2.67%	26,516	1,777.00	574.41
57 Prince George	4,682,758	4,865,953	3.91%	183,195	12,838.00	379.03
58 Nicola-Similkameen	883,117	906,670	2.67%	23,553	2,089.30	433.96
59 Peace River South	2,005,386	2,058,871	2.67%	53,485	3,547.00	580.45
60 Peace River North	2,098,231	2,217,075	5.66%	118,844	6,190.13	358.16
61 Greater Victoria	5,686,812	5,979,446	5.15%	292,634	20,503.03	291.64
62 Sooke	2,363,875	2,604,583	10.18%	240,708	14,517.00	179.42
63 Saanich	2,146,309	2,203,552	2.67%	57,243	7,997.00	275.55
64 Gulf Islands	727,306	746,703	2.67%	19,397	1,440.00	518.54
67 Okanagan Skaha	1,884,194	1,934,446	2.67%	50,252	5,837.69	331.37
68 Nanaimo-Ladysmith	3,899,683	4,100,354	5.15%	200,671	15,362.10	266.91
69 Qualicum	1,399,076	1,436,390	2.67%	37,314	4,234.00	339.25
70 Pacific Rim	1,486,287	1,534,550	3.25%	48,263	3,839.61	399.66
71 Comox Valley	2,459,423	2,585,981	5.15%	126,558	11,807.00	219.02
72 Campbell River	1,846,719	1,895,972	2.67%	49,253	5,709.75	332.06
73 Kamloops-Thompson	4,925,836	5,057,210	2.67%	131,374	15,872.08	318.62
74 Gold Trail	980,160	1,006,302	2.67%	26,142	950.00	1,059.27
75 Mission	1,751,163	1,841,276	5.15%	90,113	6,707.75	274.50
78 Fraser-Cascade	752,841	772,920	2.67%	20,079	1,840.88	419.87
79 Cowichan Valley	2,695,533	2,767,424	2.67%	71,891	8,149.99	339.56
81 Fort Nelson	453,466	465,559	2.67%	12,093	543.47	856.64

December 2025

**TABLE D**  
**ANNUAL FACILITY GRANT, 2025/26 vs 2026/27 Analysis**

School District	Total 2025/26 Annual Facility Grant	Total 2026/27 Annual Facility Grant	% Change	\$ Change	2026/27 Student FTE	AFG \$ Per Student FTE
82 Coast Mountains	2,163,507	2,407,706	11.29%	244,199	4,198.00	573.54
83 North Okanagan-Shuswap	2,403,293	2,467,390	2.67%	64,097	6,571.50	375.47
84 Vancouver Island West	555,923	570,749	2.67%	14,826	291.25	1,959.65
85 Vancouver Island North	1,041,364	1,069,138	2.67%	27,774	1,140.75	937.22
87 Stikine	426,368	437,739	2.67%	11,371	169.00	2,590.17
91 Nechako Lakes	2,031,310	2,085,486	2.67%	54,176	3,666.00	568.87
92 Nisga'a	381,130	391,296	2.67%	10,166	404.00	968.55
93 Conseil scolaire francophone	1,949,794	2,001,797	2.67%	52,003	5,860.63	341.57
<b>Provincial Total</b>	<b>164,900,000</b>	<b>172,379,000</b>	<b>4.54%</b>	<b>7,479,000</b>	596,047.51	289.20
			<b>3.86%</b>	<b>124,650</b>		515.69
KBB AVERAGE			2.67%	<b>35,123</b>		541.44

**Subject:** Re: Trip questions

Hi Brenda,

Here are the 2 follow ups from Viveka's email:

Fundraising Plan

May 2026 - February 2028: Flipgive (passive)

In school:

October/December 2026/2027, February 2027/2028: candygram sales at school

Outside of school:

May 2026: one of Mama's dumplings, grilling steaks for father's day, or Jack Links

November 2026: Poinsettia fundraiser with Tich (Steph and I have chatted and she cleared it) and an online basket raffle with community donations

January 2027: bottle drive

February 2027: mother's day flower baskets from Casey's or Top Crop

May 2027: Mama's dumplings or grilling steaks for father's day/summer

November 2027: Kernels and online basket raffle with community donations

January 2028: bottle drive

Regarding any transgender kiddos, here's what the EF Rep emailed me:

"For rooming, as you probably already know – students are 3-4 to a room, males with males and females with females. For transgender kiddos, we can accommodate them with whatever makes them comfortable. If that means rooming with a friend and there only being two students in the room – we will accommodate this at no extra charge. As long as you, the Group Leader, and the families affected are ok with the rooming situation.

I've attached the booking conditions which go over all of our policies and important info. It talks a bit about rooming on page 4.

The one thing to note for transgender students, is that they HAVE to enrol with their name and gender that is on their passport. This is what is used to book flights, etc. Once they're on tour, they can identify however they like.

We firmly believe that travel should be accessible for everyone, so we do our best to ensure that every traveller feels comfortable."

Please let me know if you have any further questions!

Thank you,  
Nikita.

**NIKITA McELGUNN** (SHE/HER/HERS)

Teacher, Parkland Middle School

1115 2 Ave S, Cranbrook, BC V1C 2B4 (250) 426-3327

I gratefully acknowledge that I am on the unceded traditional territory of the Ktunaxa People, stewards of this land since time immemorial, on whose territory I live, learn, and play.

---

**From:** Brenda Tyson <[Brenda.Tyson@sd5.bc.ca](mailto:Brenda.Tyson@sd5.bc.ca)>

**Sent:** 07 April 2026 6:03 PM

**To:** Nikita Mcelgunn <[Nikita.Mcelgunn@sd5.bc.ca](mailto:Nikita.Mcelgunn@sd5.bc.ca)>

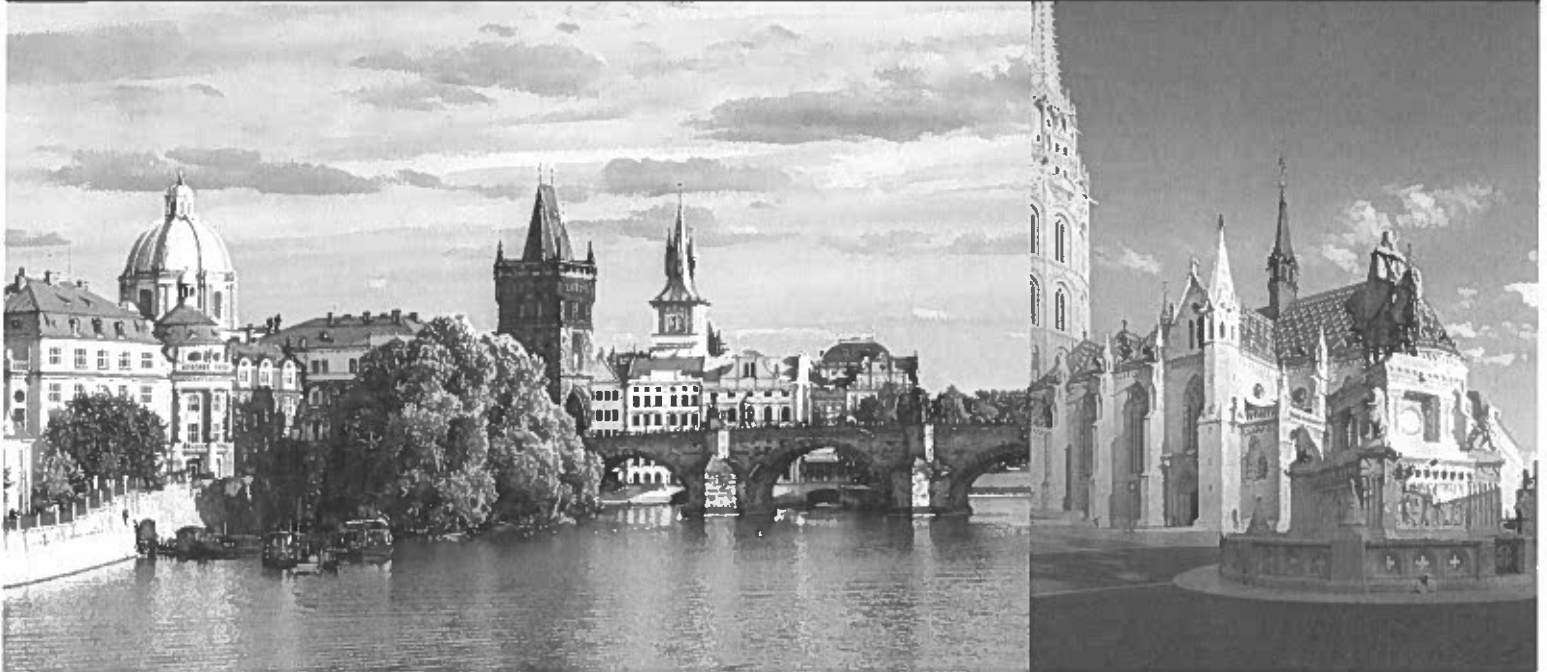
**Subject:** Trip questions

Hi Nikita,

I had a response from Viv and she has some questions. Can we connect in the morning? My first school visit is at 9:00 at Highlands. I will be back for hot lunch, but gone by 12:50. I might be back briefly at 2 before heading to the airport.

Brenda

Get [Outlook for iOS](#)



# Berlin, Prague, Krakow & Budapest

10 or 12 DAYS

## Included in the program fee:

- Round trip airfare
- Transfers to and from the airport and hotel and between destination cities (as per program itinerary)
- Overnight in hotels with private bathrooms
- Continental breakfast daily
- Dinner daily
- Full-time services of an EF Tour Director

## Not included in the program fee:

- Customary gratuities for your tour director, local guide and driver
- Porterage
- Personal Insurance
- Beverages and lunches
- Public transportation to free time activities

**Overnight stays:** Berlin (2); Prague (2); Krakow (2); Budapest (2); Vienna (2).

**Sightseeing tours led by an expert:** Berlin; Prague; Krakow; Auschwitz & Birkenau Concentration Camp Memorial Sites; Budapest; Vienna.

**Entrances included:** Topography of Terror Museum; St. Mary's Church; Wawel Cathedral; Auschwitz & Birkenau Concentration Camp Memorial Sites; Matthias Church; Budapest Baths; Schönbrunn Palace.

**Optional Excursions:** Potsdam.

*Please note that the following is a sample timed itinerary for this EF tour with approximate addresses, activity durations, and transfer times. Exact timing may vary based on available flights, hotel location, scheduled activity bookings, traffic, etc. Your EF Tour Director is available to the group 24/7 while on tour. EF works with Group Leaders to ensure that travellers have a safe and memorable experience while on tour.*

## **Day 1: Fly overnight to Berlin!**

### **Day 2: Berlin**

#### **Morning: Arrive in Berlin**

Welcome to historic Berlin, once again the German capital. For many years the city was defined by the wall that separated its residents, but since the monumental events that ended Communist rule in the East, Berlin has re-emerged as a treasure of arts and architecture with a vibrant heart.

#### **12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

#### **2:00pm: Walking Tour of Berlin**

Explore Unter den Linden and the surrounding squares on a walking tour

#### **5:00pm: Group dinner at a restaurant in central Berlin**

#### **7:00pm: Travel by private motorcoach to the hotel in Berlin**

#### **9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

### **Day 3: Berlin**

#### **6:00am: Wake-up call**

#### **7:00am: Breakfast at the hotel**

#### **8:00am: Travel by private motorcoach to central Berlin**

#### **10:00am: Guided sightseeing of Berlin**

On your guided bus tour over to the Eastern sector, pass the Reichstag, former seat of the parliaments of the German Empire and the Weimar Republic. Arrive at the Brandenburg Gate, once the symbol of the undeclared Cold War, and now the symbol of a reunited Berlin. It was at this gate that the famous images of East and West Berliners dancing atop the crumbling Berlin Wall were filmed and broadcast around the world. As you see Checkpoint Charlie and remnants of where the Berlin Wall actually stood, imagine the bleak watchtowers and piercing spotlights that guarded "the border" until November 1989.

#### **11:00am: See Checkpoint Charlie**

See the site of Checkpoint Charlie, which once guarded the border between East and West Germany.

#### **12:00pm: Visit the Topography of Terror Museum**

Located on the site of the former SS headquarters in Berlin, this museum outlines the Nazi's rise to power and the depth of their administrative center. The outdoor exhibits in the former basement cells focuses on the regime's systemized rule of terror, and the fate of some of the individuals who were imprisoned and tortured in these dungeons.

#### **1:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

#### **2:00pm: Optional Activity - Potsdam**

Take a half-day excursion to Potsdam, where the postwar administration of Germany was decided at the 1945 Potsdam Conference. Potsdam was also the royal playground of Frederick the Great of Prussia; see baroque palaces, pavilions and the royal residence's gardens. Take a guided visit inside either Sanssouci or Cecilienhof.

*\*if your group does not select this optional excursion, you will have supervised exploration time with your Group Leader and Chaperones*

#### **6:00pm: Group dinner at a restaurant in central Berlin**

#### **8:00pm: Travel by private motorcoach to the hotel in Berlin**

#### **10:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

### **Day 4: Berlin | Dresden | Prague**

#### **6:00am: Wake-up call**

#### **7:00am: Breakfast at the hotel**

#### **8:00am: Travel by private motorcoach to Prague via Dresden**

#### **11:00am: Walking Tour of Dresden**

Pass the renovated Semper Opera House, Zwinger Palace, and a statue of Martin Luther. You'll also see the magnificent Grünes Gewölbe (Green Vault), where the Saxon crown jewels and priceless coins are kept. Dresden, largely destroyed at the end of World War II, offers a prime example of the rebuilt German success of the late 20th century.

#### **12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**4:00pm: Arrive in Prague**

Welcome to Prague, former capital of the Holy Roman Empire. Dubbed the City of One Hundred Spires, the city boasts an enchanting mix of diverse architecture, Bohemian culture, and storied history.

**5:00pm: Walking Tour of Prague**

Your introduction to Prague begins with a Tour Director-led walking tour. As you stroll through the City of One Hundred Spires, pass the concert hall in which Mozart himself conducted the premiere of *Don Giovanni*.

**6:30pm: Group dinner at a restaurant in central Prague****8:30pm: Travel by private motorcoach to the hotel in Prague****9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out****Day 5: Prague****6:00am: Wake-up call****7:00am: Breakfast at the hotel****8:00am: Travel by private motorcoach to central Prague****10:00am: Guided sightseeing of Prague**

Explore the "City of a Hundred Spires" today by viewing the celebrated Prague Castle (Hradcany). In the castle's courtyard, you'll peek inside the magnificent St. Vitus Cathedral, which took over 600 years to complete. Afterwards, take a stroll across the Charles Bridge, adorned with 30 beautiful baroque statues, to the 13th-century Old Town (Stare Mesto). Here you'll see Market Square, famous for its 15th-century astronomical clock.

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Supervised exploration time in Prague****6:00pm: Group dinner at a restaurant in central Prague****8:00pm: Travel by private motorcoach to the hotel in Prague****9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out****Day 6: Prague | Krakow****6:00am: Wake-up call****7:00am: Breakfast at the hotel****8:00am: Travel by private motorcoach to Krakow****12:00pm: Time for lunch in small, supervised groups on route to Krakow****3:00pm: Arrive in Krakow**

Welcome to Krakow, Poland's former capital and second largest city. Krakow is one of the oldest cities in Poland dating back to the 7th century.

**3:30pm: Guided Sightseeing of Krakow**

Set out on a guided tour of Krakow, the only major city in Poland to escape devastation during WWII. Visit Wawel Hill, perched high above the Vistula River, and Wawel Cathedral, where Polish Kings were crowned and the late Pope John Paul II once served as archbishop. Stroll through Główny Square, passing beautiful Sukiennice Cloth Hall and the Jagiellonian University.

**4:30pm: Visit St. Mary's Basilica**

Visit this Gothic brick church located in the main square. It is famous for the wooden altarpiece carved by Veit Stoss, and if you stand outside, you will catch a glimpse of the trumpeter that plays the *Hejnal Mariacki* on every hour.

**5:00pm: Visit Wawel Cathedral**

Visit the Wawel Cathedral, where Polish kings were crowned and buried until the 18th century.

**6:00pm: Group dinner at a restaurant in central Krakow****8:00pm: Travel by private motorcoach to the hotel in Krakow****9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out****Day 7: Krakow****6:00am: Wake-up call****7:00am: Breakfast at the hotel****8:00am: Travel by private motorcoach to the Auschwitz and Birkenau Concentration Camp Memorial Site****10:00am: Guided Visit of the Auschwitz and Birkenau Concentration Camp Memorial Sites**

Between 1940 and 1945, over 1.1 million people died at the Auschwitz and Birkenau death camps as a result of Hitler's "Final Solution" to rid Europe of Jews and other ethnic minorities. A chilling reminder of man's inhumanity, the camp has since been turned into a memorial museum. View a film about the horror of Auschwitz and the Third Reich before taking a guided walking tour through the campgrounds. *(Pending availability due to limited group reservations.)*

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Supervised exploration time in Krakow**

**6:00pm: Group dinner at a restaurant in central Krakow**

**8:00pm: Travel by private motorcoach to the hotel in Krakow**

**9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### **Day 8: Krakow | Tatra Mountains | Budapest**

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to Budapest via the Tatra Mountains**

Marvel at the breathtaking views of the Tatra Mountains, a popular haven for winter sports enthusiasts, as you travel across the border between Slovakia and Poland. These mountains represent the highest section of the Carpathian Mountain range.

**12:00pm: Time for lunch in small, supervised groups in Slovakia**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**4:00pm: Arrive in Budapest**

Welcome to Budapest, a city that was formed from the union of two towns on either side of the Danube River. Budapest has long been known for its musical, theatrical and literary character, and attracts many tourists to its mineral springs and parks.

**5:00pm: Walking tour of Budapest**

Join your Tour Director on a walking tour that introduces you to Budapest. Walk past the Parliament as well as up to the Fishermen's Bastion for a wonderful panoramic view of Hungary's capital.

**6:00pm: Group dinner at a restaurant in central Budapest**

**8:00pm: Travel by private motorcoach to the hotel in Budapest**

**9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### **Day 9: Budapest**

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to central Budapest**

**10:00am: Guided sightseeing of Budapest**

With your local guide, drive down Andrassy Boulevard, past the State Opera House to the Hungarian Parliament, modeled on London's Houses of Parliament. Head up Castle Hill for a look at the Royal Palace, former home of the Hungarian monarchs. The castle has witnessed several invasions-the most recent occurred during WWII. Look for bullet holes in the outer walls, blasted by Russian tanks during the 1956 uprising.

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Budapest Baths**

Budapest's Széchenyi Thermal Bath is the largest of its kind in Europe. This sprawling spa surrounds you in romantic Neo-baroque architecture. Relax in the indoor thermal baths or venture to the outdoor swimming pool, where you can play chess with locals on oversized boards. Later, explore nearby Heroes' Square and City Park's Vajdahunyad Castle, which features replicas of famous Hungarian landmarks (*a rental towel and locker are included*).

**6:30pm: Group dinner at a restaurant in central Budapest**

**9:30pm: Travel by private motorcoach to the hotel in Budapest**

**10:30pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### **Day 10: Depart for Home**

**4:30am: Wake-Up Call**

**5:30am: Breakfast at Hotel**

**6:30am: Transfer to the airport for your return flight**

Your tour director assists with your transfer to the airport, where you will check in for your return flight home.

*The itinerary is subject to change.*

*For complete financial and registration details, please refer to the Booking Conditions at [www.eftours.ca/bc](http://www.eftours.ca/bc).*

- ⊕ For an additional cost add the following 2-day extension:

#### Day 10: Budapest | Vienna

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to Vienna**

**12:00pm: Arrive in Vienna**

Welcome to Vienna, the capital of Austria and the unofficial capital of Classical music. Vienna has long played a central role in the changing face of Europe and has adapted many times to war, revolution, siege and the rise and fall of empire.

**1:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**3:00pm: Supervised exploration time in Vienna**

**6:00pm: Wiener Schnitzel Dinner**

Tonight, enjoy the authentic Austrian dish of wiener schnitzel, made with boneless meat thinned with a mallet (escalope-style preparation), coated in bread crumbs and fried.

**8:00pm: Travel by private motorcoach to the hotel in Vienna**

**9:30pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### Day 11: Vienna

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to central Vienna**

**10:00am: Guided sightseeing of Vienna**

The residence of the imperial court for six centuries, Vienna is marked with the seal of the Habsburgs, a family who once ruled over half of Europe. Your expertly guided tour takes you down the Ringstrasse, a series of wide boulevards commissioned by Emperor Franz Josef in 1857. Ride past the flower-adorned Rathaus (Town Hall), and the Hofburg, where the powerful Habsburg dynasty ruled until 1918, before visiting Schönbrunn Palace.

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Visit the Schönbrunn Palace**

You'll also visit the beautiful Schönbrunn Palace, where Marie Antoinette (the most famous of Empress Maria Theresa's 16 children) spent her childhood. When the six-year-old Mozart played for the empress inside the palace, he told Marie Antoinette, "I'll marry you when I'm grown up!" After viewing the elegant interior, stroll through the palace's beautifully landscaped gardens.

**6:00pm: Group dinner at a restaurant in central Vienna**

**8:00pm: Travel by private motorcoach to the hotel in Vienna**

**9:30pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### Day 12: Depart for Home

**4:30am: Wake-Up Call**

**5:30am: Breakfast at Hotel**

**6:30am: Transfer to the airport for your return flight**

Your tour director assists with your transfer to the airport, where you will check in for your return flight home.

*The itinerary is subject to change.*

*For complete financial and registration details, please refer to the Booking Conditions at [www.eftours.ca/bc](http://www.eftours.ca/bc).*



EDUCATIONAL  
TOURS ✦

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## The world leader in international education

For over 55 years, EF has been working toward one global mission: Opening the World Through Education. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem-solving, collaboration, and global competence.

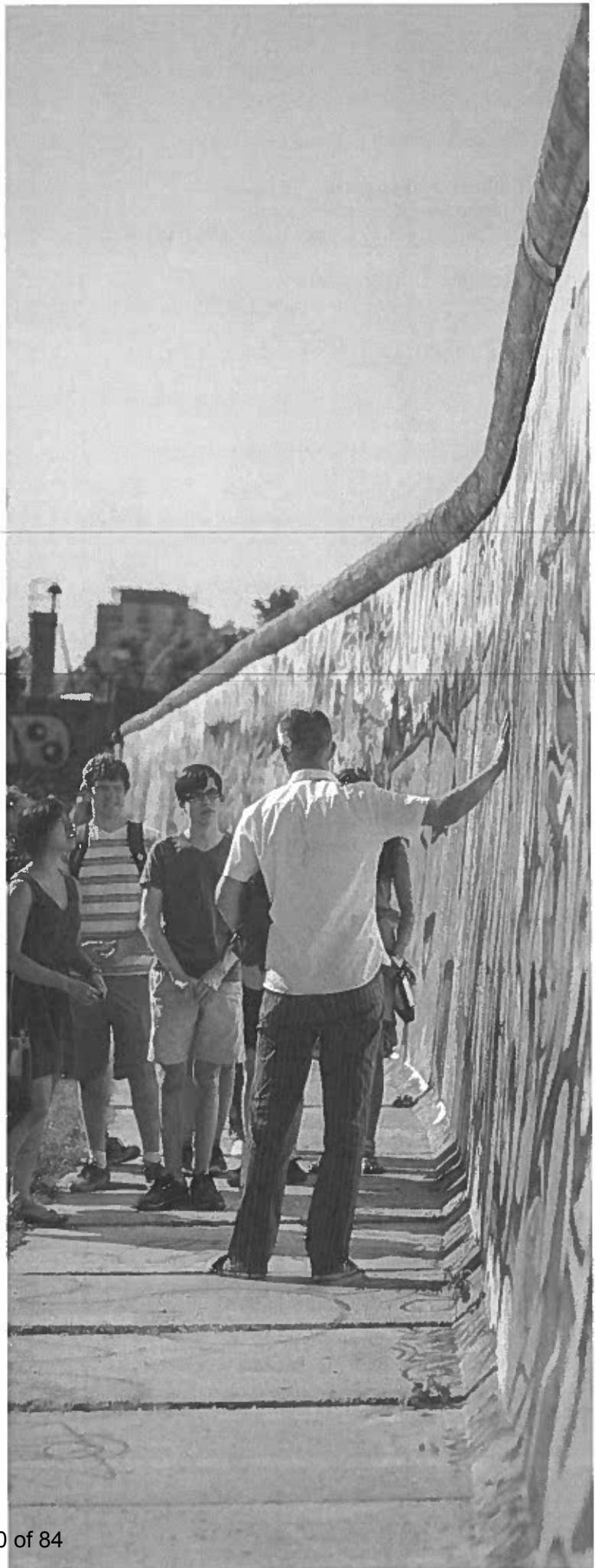
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1-800-387-1460

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**Enrol by mail**  
EF Educational Tours  
80 Bloor Street West  
Toronto, ON M5S 2V1



# Your Price Quote

Berlin, Prague, Krakow & Budapest

Prepared For  
Nikita McElgunn

Prepared On  
April 7, 2026

Tour Page  
[www.ef-tours.ca/BKP](http://www.ef-tours.ca/BKP)



## Your travel details

**Total Length**  
10 days

**Departing From**  
Calgary (AB)

**Requested Travel Dates**  
Monday, March 20, 2028 - Wednesday, March 29, 2028

### Your Departure Date Range

Earliest Sat, Mar 18
  Requested Mon, Mar 20
  Latest Wed, Mar 22

## Everything you get

### Tour Inclusion

Round trip economy class flights, hotels with private baths roomed in triples or quads, breakfasts and dinners (see your itinerary for meal details), on-tour transportation and sightseeing activities are covered. Discover all of your itinerary details at [www.ef-tours.ca/BKP](http://www.ef-tours.ca/BKP).

### Full-time Tour Director

Your dedicated Tour Director is with your group 24/7, providing deep local insight while handling all on-tour logistics.

### Expert Local Guides

Your expert local guides add cultural insight and global perspective on your sightseeing tours.

### Personalized Learning Support

Our personalized learning experience engages students before, during and after tour, with the option to create a final, reflective project.

### Continuous Support

Your dedicated EF team helps you every step of the way—from recruiting and enrolling travellers to planning and managing your tour.

### 24-hour Emergency Service

Travellers and their families can count on EF's dedicated emergency service team.

### Worldwide Presence

EF has over 500 schools and offices in more than 50 countries worldwide so wherever you go, we're there too.

### Peace of Mind Program

Feel secure knowing your group can change their destination or travel dates due to unforeseen circumstances.

## Your Tour Consultant



**Stef Carlson**  
1-800-387-1460  
[stef.carlson@ef.com](mailto:stef.carlson@ef.com)

## Total Price

Price valid for travellers enrolled April 7, 2026 - April 30, 2026

Student

**\$5,473**

or \$240 / 22 mos

Adult

**\$6,573**

or \$290 / 22 mos

### Student Price Breakdown

Program Price	\$5,175
Peace of Mind	FREE
Global Travel Protection Plan	\$199
Potsdam	\$99

For every 6 paying travellers, 1 chaperone travels FREE

Adult supplement required for age 20 and older at the time of travel, roomed in twin accommodation. Students, travelers under age 20, will be roomed in triples or quads.

Program Price valid for today. Program price includes HST/GST where applicable, (domestic tours only), departure taxes, and airport fees. Please call 1-800-387-1460 for more information.

To view EF's Booking Conditions, visit [ef-tours.ca/bc](http://ef-tours.ca/bc) which outline full price inclusions, payment schedule, cancellation, and refund policies.

We understand that plans sometimes change due to unforeseen circumstances. EF's Peace of Mind Program allows your entire group to change your tour or departure date. Your group can feel secure planning your trip, knowing that your plans are flexible.

Travellers may also purchase the Global Travel Protection Plan and, if applicable, the Cancel For Any Reason (CFAR) Insurance Add-On. Please visit [ef-tours.ca/coverage](http://ef-tours.ca/coverage) for complete terms, conditions and exclusions by referring to the Zurich Certificate of Insurance.

Itinerary shown is for 2028 travel. Itineraries are subject to change biannually, please call for more details.

EF Educational Tours is registered with TICO (registration #2395858) Consumer Protection BC (registration #73991) and a holder of a Quebec permit with the Office de la protection du consommateur (OPC permit #702732). For residents of Quebec: Effective November 1, 2021, contribution to Travel Agent Compensation Fund (FICAV) of \$3.50 per \$1000 is included in the Program Price. Find out more at [ficav.gouv.qc.ca/en](http://ficav.gouv.qc.ca/en).



## DSAC SURVEY RESULTS

Email	How would you rate the DSAC Meeting on March 31, 2026?	What was the most positive aspect of the DSAC Meeting?	What would you change or like to see different at future DSAC meetings?
anonymous	4	learning about different kinds of bullying	more space for everyone to fit in
anonymous	5	How when in a group project everyone worked as a team and shared thier own ideas.	More group activities with different schools so that we can learn more about eachother.
anonymous	1	Bringing all the students together	I would like to change how the meetings are run and the people running them. In my opinion, the meetings were too long. And we spent too much time sitting.
anonymous	3	Sharing ideas	More interactive space and more spacious
anonymous	5	The team discussions. The food	More opportunities where students/schools are able to independently voice their ideas



# Berlin, Prague, Krakow & Budapest

10 or 12 DAYS

## Included in the program fee:

- Round trip airfare
- Transfers to and from the airport and hotel and between destination cities (as per program itinerary)
- Overnight in hotels with private bathrooms
- Continental breakfast daily
- Dinner daily
- Full-time services of an EF Tour Director

## Not included in the program fee:

- Customary gratuities for your tour director, local guide and driver
- Porterage
- Personal Insurance
- Beverages and lunches
- Public transportation to free time activities

**Overnight stays:** Berlin (2); Prague (2); Krakow (2); Budapest (2); Vienna (2).

## Sightseeing tours led by an expert:

Berlin; Prague; Krakow; Auschwitz & Birkenau Concentration Camp Memorial Sites; Budapest; Vienna.

**Entrances included:** Topography of Terror Museum; St. Mary's Church; Wawel Cathedral; Auschwitz & Birkenau Concentration Camp Memorial Sites; Matthias Church; Budapest Baths; Schönbrunn Palace.

**Optional Excursions:** Potsdam.

*Please note that the following is a sample timed itinerary for this EF tour with approximate addresses, activity durations, and transfer times. Exact timing may vary based on available flights, hotel location, scheduled activity bookings, traffic, etc. Your EF Tour Director is available to the group 24/7 while on tour. EF works with Group Leaders to ensure that travellers have a safe and memorable experience while on tour.*

## **Day 1: Fly overnight to Berlin!**

### **Day 2: Berlin**

#### **Morning: Arrive in Berlin**

Welcome to historic Berlin, once again the German capital. For many years the city was defined by the wall that separated its residents, but since the monumental events that ended Communist rule in the East, Berlin has re-emerged as a treasure of arts and architecture with a vibrant heart.

#### **12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

#### **2:00pm: Walking Tour of Berlin**

Explore Unter den Linden and the surrounding squares on a walking tour

#### **5:00pm: Group dinner at a restaurant in central Berlin**

#### **7:00pm: Travel by private motorcoach to the hotel in Berlin**

**9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

### **Day 3: Berlin**

#### **6:00am: Wake-up call**

#### **7:00am: Breakfast at the hotel**

#### **8:00am: Travel by private motorcoach to central Berlin**

#### **10:00am: Guided sightseeing of Berlin**

On your guided bus tour over to the Eastern sector, pass the Reichstag, former seat of the parliaments of the German Empire and the Weimar Republic. Arrive at the Brandenburg Gate, once the symbol of the undeclared Cold War, and now the symbol of a reunited Berlin. It was at this gate that the famous images of East and West Berliners dancing atop the crumbling Berlin Wall were filmed and broadcast around the world. As you see Checkpoint Charlie and remnants of where the Berlin Wall actually stood, imagine the bleak watchtowers and piercing spotlights that guarded "the border" until November 1989.

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#### **1:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

#### **2:00pm: Optional Activity - Potsdam**

Take a half-day excursion to Potsdam, where the postwar administration of Germany was decided at the 1945 Potsdam Conference. Potsdam was also the royal playground of Frederick the Great of Prussia; see baroque palaces, pavilions and the royal residence's gardens. Take a guided visit inside either Sanssouci or Cecilienhof.

*\*if your group does not select this optional excursion, you will have supervised exploration time with your Group Leader and Chaperones*

#### **6:00pm: Group dinner at a restaurant in central Berlin**

#### **8:00pm: Travel by private motorcoach to the hotel in Berlin**

**10:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

### **Day 4: Berlin | Dresden | Prague**

#### **6:00am: Wake-up call**

#### **7:00am: Breakfast at the hotel**

#### **8:00am: Travel by private motorcoach to Prague via Dresden**

#### **11:00am: Walking Tour of Dresden**

Pass the renovated Semper Opera House, Zwinger Palace, and a statue of Martin Luther. You'll also see the magnificent Grünes Gewölbe (Green Vault), where the Saxon crown jewels and priceless coins are kept. Dresden, largely destroyed at the end of World War II, offers a prime example of the rebuilt German success of the late 20th century.

#### **12:00pm: Time for lunch in small, supervised groups**

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**4:00pm: Arrive in Prague**

Welcome to Prague, former capital of the Holy Roman Empire. Dubbed the City of One Hundred Spires, the city boasts an enchanting mix of diverse architecture, Bohemian culture, and storied history.

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Explore the "City of a Hundred Spires" today by viewing the celebrated Prague Castle (Hradcany). In the castle's courtyard, you'll peek inside the magnificent St. Vitus Cathedral, which took over 600 years to complete. Afterwards, take a stroll across the Charles Bridge, adorned with 30 beautiful baroque statues, to the 13th-century Old Town (Stare Mesto). Here you'll see Market Square, famous for its 15th-century astronomical clock.

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Supervised exploration time in Prague****6:00pm: Group dinner at a restaurant in central Prague****8:00pm: Travel by private motorcoach to the hotel in Prague****9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out****Day 6: Prague | Krakow****6:00am: Wake-up call****7:00am: Breakfast at the hotel****8:00am: Travel by private motorcoach to Krakow****12:00pm: Time for lunch in small, supervised groups on route to Krakow****3:00pm: Arrive in Krakow**

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**6:00pm: Group dinner at a restaurant in central Krakow**

**8:00pm: Travel by private motorcoach to the hotel in Krakow**

**9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### **Day 8: Krakow | Tatra Mountains | Budapest**

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to Budapest via the Tatra Mountains**

Marvel at the breathtaking views of the Tatra Mountains, a popular haven for winter sports enthusiasts, as you travel across the border between Slovakia and Poland. These mountains represent the highest section of the Carpathian Mountain range.

**12:00pm: Time for lunch in small, supervised groups in Slovakia**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**4:00pm: Arrive in Budapest**

Welcome to Budapest, a city that was formed from the union of two towns on either side of the Danube River. Budapest has long been known for its musical, theatrical and literary character, and attracts many tourists to its mineral springs and parks.

**5:00pm: Walking tour of Budapest**

Join your Tour Director on a walking tour that introduces you to Budapest. Walk past the Parliament as well as up to the Fishermen's Bastion for a wonderful panoramic view of Hungary's capital.

**6:00pm: Group dinner at a restaurant in central Budapest**

**8:00pm: Travel by private motorcoach to the hotel in Budapest**

**9:00pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### **Day 9: Budapest**

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to central Budapest**

**10:00am: Guided sightseeing of Budapest**

With your local guide, drive down Andrassy Boulevard, past the State Opera House to the Hungarian Parliament, modeled on London's Houses of Parliament. Head up Castle Hill for a look at the Royal Palace, former home of the Hungarian monarchs. The castle has witnessed several invasions-the most recent occurred during WWII. Look for bullet holes in the outer walls, blasted by Russian tanks during the 1956 uprising.

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Budapest Baths**

Budapest's Széchenyi Thermal Bath is the largest of its kind in Europe. This sprawling spa surrounds you in romantic Neo-baroque architecture. Relax in the indoor thermal baths or venture to the outdoor swimming pool, where you can play chess with locals on oversized boards. Later, explore nearby Heroes' Square and City Park's Vajdahunyad Castle, which features replicas of famous Hungarian landmarks (*a rental towel and locker are included*).

**6:30pm: Group dinner at a restaurant in central Budapest**

**9:30pm: Travel by private motorcoach to the hotel in Budapest**

**10:30pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### **Day 10: Depart for Home**

**4:30am: Wake-Up Call**

**5:30am: Breakfast at Hotel**

**6:30am: Transfer to the airport for your return flight**

Your tour director assists with your transfer to the airport, where you will check in for your return flight home.

*The itinerary is subject to change.*

*For complete financial and registration details, please refer to the Booking Conditions at [www.eftours.ca/bc](http://www.eftours.ca/bc).*

- ⊕ For an additional cost add the following 2-day extension:

#### Day 10: Budapest | Vienna

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to Vienna**

**12:00pm: Arrive in Vienna**

Welcome to Vienna, the capital of Austria and the unofficial capital of Classical music. Vienna has long played a central role in the changing face of Europe and has adapted many times to war, revolution, siege and the rise and fall of empire.

**1:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**3:00pm: Supervised exploration time in Vienna**

**6:00pm: Wiener Schnitzel Dinner**

Tonight, enjoy the authentic Austrian dish of wiener schnitzel, made with boneless meat thinned with a mallet (escalope-style preparation), coated in bread crumbs and fried.

**8:00pm: Travel by private motorcoach to the hotel in Vienna**

**9:30pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### Day 11: Vienna

**6:00am: Wake-up call**

**7:00am: Breakfast at the hotel**

**8:00am: Travel by private motorcoach to central Vienna**

**10:00am: Guided sightseeing of Vienna**

The residence of the imperial court for six centuries, Vienna is marked with the seal of the Habsburgs, a family who once ruled over half of Europe. Your expertly guided tour takes you down the Ringstrasse, a series of wide boulevards commissioned by Emperor Franz Josef in 1857. Ride past the flower-adorned Rathaus (Town Hall), and the Hofburg, where the powerful Habsburg dynasty ruled until 1918, before visiting Schönbrunn Palace.

**12:00pm: Time for lunch in small, supervised groups**

With the support of the Tour Director, the Group Leader will determine boundaries of where groups can go during this time.

**2:00pm: Visit the Schönbrunn Palace**

You'll also visit the beautiful Schönbrunn Palace, where Marie Antoinette (the most famous of Empress Maria Theresa's 16 children) spent her childhood. When the six-year-old Mozart played for the empress inside the palace, he told Marie Antoinette, "I'll marry you when I'm grown up!" After viewing the elegant interior, stroll through the palace's beautifully landscaped gardens.

**6:00pm: Group dinner at a restaurant in central Vienna**

**8:00pm: Travel by private motorcoach to the hotel in Vienna**

**9:30pm: Group Leaders and Chaperone team will facilitate room checks and lights out**

#### Day 12: Depart for Home

**4:30am: Wake-Up Call**

**5:30am: Breakfast at Hotel**

**6:30am: Transfer to the airport for your return flight**

Your tour director assists with your transfer to the airport, where you will check in for your return flight home.

*The itinerary is subject to change.*

*For complete financial and registration details, please refer to the Booking Conditions at [www.eftours.ca/bc](http://www.eftours.ca/bc).*



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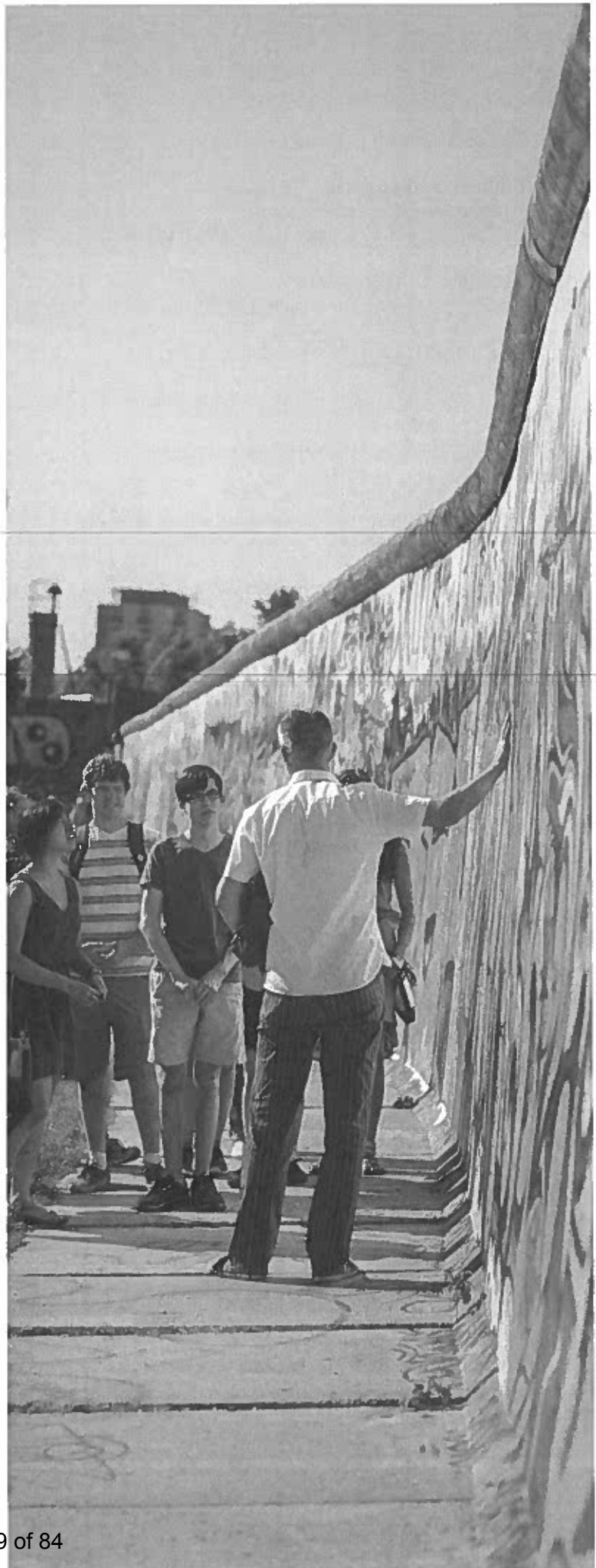
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Prepared For  
Nikita McElgunn

Prepared On  
April 7, 2026

Tour Page  
[www.ef-tours.ca/BKP](http://www.ef-tours.ca/BKP)

## Total Price

Price valid for travellers enrolled April 7, 2026 - April 30, 2026

Student  
**\$5,473**

or \$240 / 22 mos

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**\$6,573**

or \$290 / 22 mos

### Student Price Breakdown

Program Price	\$5,175
Peace of Mind	FREE
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For every 6 paying travellers, 1 chaperone travels FREE

Adult supplement required for age 20 and older at the time of travel, roomed in twin accommodation. Students, travelers under age 20, will be roomed in triples or quads.

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## Your travel details

Total Length  
10 days

Departing From  
Calgary (AB)

Requested Travel Dates  
Monday, March 20, 2028 - Wednesday, March 29, 2028

### Your Departure Date Range

Earliest Sat, Mar, 18
  Requested Mon, Mar, 20
  Latest Wed, Mar, 22

## Everything you get

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V8J 1X1  
Tel: (250) 624-6717  
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www.rupertschools.ca

February 20, 2026

Honourable Minister Lisa Beare  
Ministry of Education and Child Care  
Province of British Columbia

Honourable Minister Bowinn Ma  
Ministry of Infrastructure  
Province of British Columbia  
Via email

**Re: Support for Aligning B.C.'s Education and Child Care Funding Model to Expand Affordable, School-Based Child Care**

Dear Ministers Beare and Ma,

I am writing to express my strong support for the Board of Education of School District No. 8 (Kootenay Lake) and its request for a more predictable, sustainable, and aligned funding model for school-based child care across British Columbia.

The district's letter highlights a reality shared by communities throughout the province: affordable, high-quality child care is essential economic and social infrastructure. As their letter notes, *"reliable before- and after-school care enables parents to work, stabilizes staffing for employers, and strengthens local economies, including rural communities."* This is especially true in regions where limited access to child care disproportionately impacts women, contributing to reduced workforce participation and widening pay gaps.

School districts are uniquely positioned to deliver child care efficiently and equitably. By leveraging existing school sites, custodial and maintenance services, transportation networks, and trusted community relationships, districts can add spaces quickly and cost-effectively. However, as SD8 emphasizes, this work requires *"predictable, sustainable operating funding"* that does not force districts to draw from K–12 classroom allocations. Stable, multi-year funding indexed to real operating costs—staffing, utilities, custodial services, maintenance, insurance, and administration—is essential to ensuring long-term viability.

I also support the district's call for *"a clear, recurring capital stream integrated with the existing school capital planning process."* Without dedicated capital funding for new builds, additions, renovations, and modular solutions, districts cannot meet the growing demand for early years, before- and after-school care, or the continued expansion of \$10-a-Day programs.

Rural, remote, and fast-growing communities face the most acute space and workforce challenges. Prioritizing these areas will help ensure equitable access for families across the province. Additionally, establishing a transparent, staged pathway for school-based centres to transition to \$10-a-Day—including early years and before- and after-school programs—will give families the full-day, affordable options they urgently need.

With stable operating funding and dedicated capital investment, school districts can expand spaces more rapidly, support local employers with a steadier workforce, and advance gender equity while ensuring children learn and thrive in safe, familiar school environments.



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I commend the Board of Education of School District No. 8 (Kootenay Lake) for its leadership and advocacy, and I urge the province to act on these recommendations.

Sincerely,

A handwritten signature in blue ink, appearing to be "Kate Teye", with a large, sweeping flourish extending to the right.

Kate Teye  
Board Chair  
School District No. 52

February 20, 2026

Honourable Minister Lisa Beare  
Ministry of Education and Child Care  
Province of British Columbia

Honourable Minister Bowinn Ma  
Ministry of Infrastructure  
Province of British Columbia  
Via email

**Subject: Letter of Support – Addressing Youth Vaping**

In support of the Board of Education for the Kootenay Columbia School District, we are writing to express our concern about youth vaping and its harmful impact on student learning, behaviour, and well-being.


Health Canada's *2023 Canadian Student Tobacco, Alcohol and Drugs Survey* reports that nearly one in three students in Grades 7–12 vaped in the past month, a rate that has not declined despite new regulations. Our local experience reflects this reality. School administrators respond to multiple vaping-related incidents daily, and educators report negative effects on student focus, attendance, and engagement in learning.

Vaping has become a significant public health issue that schools are increasingly expected to manage without adequate resources or supports. We urge the Province of British Columbia to take stronger, coordinated action by:

- Expanding funding for prevention and cessation programs for school-aged children;
- Strengthening enforcement and increasing fines for the sale of vaping products to minors;
- Making a comparable investment to Ontario's \$30 million funding for vape detectors and school security upgrades; and
- Using the *Vaping Product Damages and Health Care Costs Recovery Act* to pursue legal action against vaping manufacturers and wholesalers, with recovered funds reinvested into school-based supports.

The BC Centre for Disease Control recognizes youth vaping as a growing public health concern. While we acknowledge the Province's efforts to strengthen health protections, additional measures are urgently needed to support schools and protect students.

Sincerely,



Kate Toye  
Board Chair, School District No. 52



# RAFTING

## CHECKLIST FOR HIGHER CARE OFF-SITE ACTIVITIES

✓ = Met  
 X = Not Met  
 ? = Need More Information  
 - = Not Applicable

Board  
 Name or Logo

Met	Criteria
✓	Administrative process respected (e.g., proposal submitted to appropriate administrator in time to be considered)
✓	Accessibility/eligibility policy addressed (e.g., equal access; voluntary participation; special needs addressed)
✓	Educational and/or other value of the activity/trip is evident (e.g., goals, objectives)
✓	Activity/trip is appropriate for the students (e.g., age, preparation, and follow-up)
✓	Duration of the activity/trip is appropriate and can be accommodated in the organization calendar
✓	Destination or route assessed and appropriate (through pre-visit and/or other data collection)
✓	Itinerary and activities are outlined and fit the objectives
✓	The group appears adequately prepared for activity/trip (e.g., knowledge, skills, attitudes, fitness, clothing, equipment)
-	Parent/guardian information meeting date is planned, if holding one is appropriate for the trip (e.g., multi-day adventure trip)
✓	Parental/guardian acknowledgement of risk and consents collected
✓	Relevant student health and medical information and emergency contacts secured
✓	Budget and financial arrangements appropriate (e.g., financial accessibility, sources of funding, payment schedule)
✓	Transportation arrangements acceptable (type of vehicle and type of driver) and parental/guardian consent secured
✓	Number and gender(s) of supervisors and supervision plan are appropriate for group, activities and sites/areas
✓	Plan to ensure all students are clear re: rules, behavioral expectations and consequences
-	If overnighing, accommodations arrangements are acceptable, (e.g., safety, hygiene, security)
✓	Leadership is competent to instruct/lead the particular group in the identified activity(ies) and environment(s)
✓	Plan in place to brief supervisors re: trip purpose, logistics, roles/responsibilities, safety plan, emergency plan, etc.
✓	Risk Management plan is in place (i.e., procedures for managing the key inherent risks of the activities, environments and students)
✓	Emergency plan is in place to deal with injured/ill/lost/stranded student(s) or other members of the group (e.g., training, kits, communications equipment, back-up transportation, Emergency Services contacts)
✓	Confirmation of the presence of appropriate alternative contingency plan(s) if the trip/part of the trip can't happen
✓	Destination contact and phone number, e.g., outdoor centre, camp, local authority(ies)
-	Additional insurance needs addressed, if relevant (e.g., out-of-province medical, hospital care)
✓	List of documents leader will carry (e.g., trip plan, permits, passenger lists, medical conditions and emergency contacts of students)
✓	Principal or designate and Home Contact Person to receive copy of finalized trip plan, signed consent forms, passenger lists and other relevant documents
✓	An appropriate plan in place to evaluate the activity/trip (e.g., criteria for success, process to evaluate)
✓	Other relevant information unique to the particular trip. Specify:
Comments:	

Name of Activity Leader (please print) <b>Melissa Traub</b>	Date (year/month/day) <b>2026/03/30</b>	Signature 
Name of Administrator or Designate (please print) <b>Erin Hay</b>	Date (year/month/day) <b>2026/03/30</b>	Signature 
Additional Approval (as needed) Specify:	Date (year/month/day) <b>/ /</b>	Signature

LEAD TEACHER: <u>Melissa Traub</u>			
PHONE: <u>(250) 278-0635</u>	FAX:	EMAIL: <u>Melissa.traub@sd5.bc.ca</u>	
DESTINATION: <u>Bull River</u>			
DEPARTURE DATE: <u>May 25/26</u>	DEPARTURE TIME: <u>8:45am</u>	RETURN DATE: <u>May 25/26</u>	RETURN TIME: <u>5:30pm</u>
AREA OF STUDY: <u>Outdoor Ed</u>		PURPOSE OF TRIP: <u>Rafting</u>	
GRADE/HOME ROOM: <u>10-12</u>	# OF STUDENTS: <u>29</u>	# OF MALE:	# OF FEMALE:

NAMES OF SUPERVISORS (Please print, add lines as needed)	Staff (S)/Volunteer (V)/Other (O)	GENDER M/F
Lead teacher: <u>Melissa Traub</u>	<u>S</u>	<u>F</u>
Other Supervisor: <u>Garreth Webb</u>	<u>S</u>	<u>M</u>
Other Supervisor: <u>Sara Legacy</u>	<u>S</u>	<u>F</u>
Other Supervisor:		
TOTAL NUMBER OF SUPERVISORS: <u>3 + guides</u>	<u>3</u> / /	
NAME OF SERVICE PROVIDER (SP) (If applicable): <u>Canyon Raft Co</u>	SP CONTACT PERSON: <u>Adam Howie</u>	SP PHONE:

TRANSPORTATION (check all that apply)		ESTIMATED COST OF TRIP
<b>METHOD</b> <input checked="" type="checkbox"/> Walking <input checked="" type="checkbox"/> Board-owned bus/van <input type="checkbox"/> Public transport <input type="checkbox"/> Charter bus <input type="checkbox"/> 15 passenger van <input type="checkbox"/> Multifunction activity bus <input type="checkbox"/> Rental van <input checked="" type="checkbox"/> By service provider <input type="checkbox"/> Transport not provided, participants responsible for own Other (specify): <u>Raft</u>	<b>DRIVER</b> <input checked="" type="checkbox"/> Professional driver <input type="checkbox"/> Volunteer driver (staff/other supervisor) <input type="checkbox"/> Volunteer driver (student) Other (specify): <u>by service provider</u>	<b>SOURCES OF FUNDING</b> (i.e., cost/student, other sources) <u>fundraising</u> <u>school funds</u> <u>cost to student</u> <b>EQUAL ACCESS FOR ALL STUDENTS</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See attached <b>SPECIAL NEEDS ADDRESSED</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> See attached <b>ALTERNATIVE ACTIVITY FOR NON-PARTICIPANTS</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>CONTINGENCY PLAN</b> <u>Attend regular classes</u>

**EDUCATIONAL VALUE**

Goals and/or Student Learning Outcomes: see attached

Activity(ies) that will occur: walking rafting

Student preparation (e.g., re. knowledge, skills, attitudes, fitness): weekly meetings/lectures fitness & attitudes prep/assessed

Follow-up activity(ies) that will occur: debrief reflections

**SAFETY GUIDELINES**

I am familiar with relevant board policies, district procedures and the YouthSafe Outdoors, Safety First! Guidelines for BC School Off-site Experiences.  
 Yes  No

**SAFETY PLAN**

Briefly describe (or attach in Detailed Trip Plan and Risk Management Plan) known potential risks related to:

Environment (e.g., weather, terrain/site, wildlife):

Activity (e.g., transportation, outdoor pursuits/aquatic specific): } see attached

Group (e.g., clothing, equipment, water, food, behaviour):

**SUPERVISION PLAN**

Briefly describe the supervision processes to be used (e.g., large or small group setting(s), lead/sweep, head counts, buddy system, level of supervision (constant visual, on-site, in the area), other elements of supervision plan as relevant)

- constant visual
- head counts
- small groups w/ guide in each boat
- many supervisors

**VOLUNTEER PLAN**

Process to identify volunteer candidates

Volunteer screening processes (check any and all that apply)

- Background Check     Reference Check     Criminal Records Check

Volunteer briefing processes re: their roles and responsibilities (e.g., briefing to be conducted when, where, how, by whom)

**EMERGENCY PLAN**

Contingency kit(s) carried (stocked and accessible) (check all that apply)

- First Aid     Repair     Survival

Emergency communications technology carried/available (check any and all that apply)

- Telephone     Cell phone     Personal Locator Beacon     Satellite Phone     Radio (VHF, UHF)     Family Radio Service (FRS)     None  
 Other (specify) Sat. phone

Name of Primary First Aider Canyon Raft Co & Melissa Traub Current Certification Held Int. First Aid  
 Name of School Contact Available 24/7 Erin Hay Phones (H) \_\_\_\_\_ (W) (253) 25-6666 (C) (253) 433-7915

**ATTACHMENTS CHECKLIST** (check all forms that will apply and attach blank copies to this form)

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Detailed Trip Plan                                | <input type="checkbox"/> Volunteer Consent and Acknowledgement of Risk Form                              |
| <input checked="" type="checkbox"/> Risk Management Plan                              | <input type="checkbox"/> Volunteer Driver Authorization Form   |
| <input checked="" type="checkbox"/> Itinerary Card                                    | <input checked="" type="checkbox"/> Service Provider Proposal, Master Agreement & Mutual Indemnification |
| <input type="checkbox"/> Assessing Teacher/Leader Readiness Form                      | <input checked="" type="checkbox"/> Passenger List Form  |
| <input checked="" type="checkbox"/> Parental Consent and Acknowledgement of Risk Form | Other (specify) <u>Canyon Raft Co. Waiver</u>  |

**EVALUATION**

Criteria for success of off-site experience

- goals met as outlined

Process to determine success

- debrief & class reflection
- student engagement

Completed Checklist for a Higher Care Activity attached     Yes     No

Name of Lead Teacher (please print): <u>Melissa Traub</u>	Date (year/month/day): <u>2026 / 03 / 30</u>	Signature: <u>MTraub</u>
Name of Principal (please print): <u>Erin Hay</u>	Date (year/month/day): <u>2026 / 03 / 30</u>	Signature: <u>[Signature]</u>
Additional Approval (as needed) (specify name and title)	Date (year/month/day): / /	Signature

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator.

### Educational Objectives and Rational

This trip will touch on many aspects of the BC Outdoor Education curriculum as well as meeting some key aspects of our School Growth Plan such as Numeracy, Connectedness, Personalized Learning, and Sense of Belonging:

- Developing and demonstrating a variety of skills (paddling, entering and exiting boats on the water, maneuvering boats as a team, etc.)
- Monitoring exertion levels of self and others (Numeracy – here we could examine heart rates and/or calorie needs/burning for rafting)
- Monitoring environmental conditions (weather, river)
- Planning and implementing ways to reduce potential impacts on the local environment (Pack It In/Pack It Out, properly disposing of waste, staying on trails, etc.)
- Demonstrating and explaining awareness of place-based sensitivities (rules of park land vs crown land, river safety, etc.)
- Demonstrating appropriate responses to emergency situations
- Demonstrating responsibility for personal safety and that of others (on the shore, in the boat, location and use of paddles, etc.)
- Anticipating and managing risks during activities (spatial awareness, placement of equipment, knowing where fellow boat members are at all times, etc.)
- Learning about environmental stewardship (interpretive information from guides about ensuring rivers are respected and taken care of future generations) (Numeracy – looking at changing water levels and causes)
- Strategies for adapting and responding to changing conditions and emergencies (briefing/training before getting on the water)
- Management of group dynamics (students must collaborate and work together to ensure everyone is being safe and paddling together; this cannot always be done verbally on the water, so students will need to communicate in other ways)
- Maintenance, use, and care of equipment for outdoor activities
- Group management and leadership skills – (Connectedness to School Community is part of our School Growth Plan – “Encouraging all staff and students to become a crew with no passengers” – this is key to rafting successfully; everyone paddles as a team)
- Connectedness to Community (part of our Growth Plan – we will be using a local guiding service, Canyon Raft)
- Building Strength of Character – facing challenges and taking part in new activities in outdoor environments allows students to build resilience, perseverance, and confidence
- Indigenous traditional practices and ecological knowledge related to use of the rivers and the local environment

1. Overview of the trip:

General Itinerary

8:45 – SD5 bus pick up at Sparwood Secondary School

10:00 – Meet Canyon Raft guides and bus at Canyon Raft Co. Headquarters

- Drive to Juniper Meadows on Galbraith Forest Road, arrive around 11:00

11:00 – Safety talk and suit up in river gear

- Interpretive lesson on river ecology
- Raft
- Lunch and interpretive lesson on river levels, recreating on traditional Ktunaxa land and how to do so respectfully, climate change, fitness and nutrition, team-building, debrief of the morning
- Raft

3:30 – Take-out at Iron Creek (km 27) on Bull River Rd.

- Canyon Raft bus back to Canyon Raft Co. Headquarters
- Debrief

5:00 – SD5 bus pick up at Canyon Raft Co. Headquarters, drive back to Sparwood Secondary School

5:45 – Arrive at Sparwood Secondary School

2. Safety precautions in place:

- a. Well-known rafting company, that my Outdoor Ed class already has a relationship with as we went kayaking and stand-up-paddleboarding with them in 2021
- b. The safety benefits of going with a guiding company that has been in business and running the Bull since 1995
- c. High-quality equipment
- d. Professional guides, all licensed with the BCROA (British Columbia River Outfitters Association); trained in first aid and swift water rescue; have extensive knowledge of the Fernie area rivers, their geology and history
- e. Radios and Garmin in-reach

3. Why is this trip worth it – why accept this amount of risk?

- a. Place-based learning – in an environment that our students are not (if ever) exposed to
- b. Indigenous Importance of the Area – the Bull River was an important aspect of traditional Ktunaxa life as it was a major source of chert used in making stone tools; it was also important to seasonal resource procurement and to intermountain travel
- c. Management of Group Dynamics - students must collaborate and work together to ensure everyone is being safe and paddling together; this cannot always be done verbally on the water, so students will need to communicate in other ways
- d. Learning about environmental stewardship (interpretive information from guides about ensuring rivers are respected and taken care of future generations)
- e. Challenging students in new skills and environments grants opportunities to learn about themselves, about how to work as a crew/team, how to face adversity and overcome it – giving them a sense of pride and accomplishment
- f. Working as a crew in a boat ensures that students must work cohesively and cooperatively – increasing our sense of community as a class which ultimately can spread to the school level as well

4. How will the students benefit?

- a. Empowerment and Sense of Accomplishment – taking students out of their comfort zone and allowing them the opportunity to push themselves in a new experience and environment leads to an increase in self-confidence and self-worth; new experiences also allows students to find new strengths and skills they may not otherwise have known they can possess
- b. Developing and demonstrating a variety of skills (paddling, entering and exiting boats on the water, maneuvering boats as a team, etc.)
- c. Building Strength of Character – facing challenges and taking part in new activities in outdoor environments allows students to build resilience, perseverance, and confidence
- d. Demonstrating responsibility for personal safety and that of others (on the shore, in the boat, location and use of paddles, etc.)

5. How does this fit with our school growth plan?

- a. Group management and leadership skills – (Connectedness to School Community is part of our School Growth Plan – “Encouraging all staff and students to become a crew with no passengers” – this is key to rafting successfully; everyone paddles/works as a team)
  - i. The success of our running this trip last school year lead to a significant increase in the popularity of our Outdoor Education program here at Sparwood Secondary with requests for enrollment more than tripling that of previous years
- b. Connectedness to Community (part of our Growth Plan – we will be using a local guiding service, Canyon Raft); connecting to an area of our community that students don’t often (if ever) get the chance to – the Bull River (on traditional territory of the Ktunaxa)
- c. Demonstrating and explaining awareness of place-based sensitivities (recreating on Ktunaxa land, rules of park land vs crown land, river safety, etc.)
- d. Monitoring exertion levels of self and others (Numeracy – here we could examine heart rates and/or calorie needs/burning for rafting)
- e. Learning about environmental stewardship (interpretive information from guides about ensuring rivers are respected and taken care of future generations) (Numeracy – looking at changing water levels and causes)

6. Fundraising

Our Outdoor Education class fundraises throughout the year. This trip will be primarily funded through the funds raised when we ran the concession at various Fernie Ghost rider games this season.

<b>Student</b>	<b>Grade</b>
Jake Bowen	12
Kirin Cunliffe	11
Blake Davis	12
Colton Decker	11
Liam Feltin	12
Carmyn Forsyth	12
Declan Foster	11
Zoey Garrison	11
Elijah Glavurtic	11
Keeley Grace	11
Arreis Gregorio	10
Paige Hay	12
Julia Hunt	12
Brody Kerkhoven	12
Jaelyn Kerkhoven	12
Ryland Macdonald	11
Aaron Marion	10
Kerrington Nohels	11
Lukas Pinchak	12
Stella Pinchak	11
Hailey Podrasky	12
Josie Podrasky	10
Teryn Rantala	10
Bear Roszell	10
Carly Rusnak	12
Jack Simard	11
Taleah Smith	12
Ryan Streker	10
Ireland Vezina	11



### Field Trip Summary

Required for multi-day school trips (2 nights or more).  
(Please complete and email to [gail.rousseau@sd5.bc](mailto:gail.rousseau@sd5.bc))

School(s): Sparwood Secondary School

Sponsor Teacher(s): Melissa Traub

Number of Students: 29 Grade(s): 10-12

Dates: TBD

Location(s): Bull River

Summary of trip events: see itinerary attached

Please describe the students' overall experience: - learning new skills and techniques (such as paddling/boat usage)

- river safety lessons (including river rescue)

- rafting

- team-building

- character enhancement

- challenging themselves in new environment

Educational highlights: See attached

Thoughts/concerns for next time: \_\_\_\_\_

The Board of Education has the option of requesting a presentation from the school after the completion of the trip.

# Risk Management Plan

Trip: Whitewater Rafting with Canyon Raft Co.

Trip Dates: Monday May 25, 2026

Risks	Hazards	Mitigation Strategies	Plan/Notes
Injuries related to vehicle crashes en route to and from activity area	-other cars -wildlife	-assess situation -call 911 -arrange alternate transportation -out of service area, radios will be used or Garmin In-Reach	
Becoming lost or separated from the group or the group becoming split up	-losing sight of partner/group -not paying attention	-Group will remain in close proximity at all times -Small overall environment -create appropriately spaced regroupings/raft-ups -establishing clear boundaries	
Injuries related to slips, trips, and falls in the program area or en-route to/from it	-loose gravel/dirt -roots -sand -tripping over equipment/gear	-warm students walk carefully and attentively -assess injuries; treat and/or call 911 -out of service area, radios will be used or Garmin In-Reach	
Injuries related to collisions with movable (e.g., other boats or paddles) or immovable (e.g., rock, bridge abutment) objects	-logs, rocks, docks -other paddleboards or kayaks, paddles	-Constant-visual at the site of significant hazards	
Injuries related to capsizing of craft or falling out of craft (e.g., due to hazards such as high or low water levels, strong currents, cross currents, weirs, shoals, dead heads, rocky shorelines or other factors -Falling off board, swimming	-falling out of raft or swimming -raft capsizing	- call for help - attempt to hang onto paddle and craft -students may be taught skills such as re-entries in deep water, kayak rolls, changing places, etc. as appropriate -leaders always near by -familiarize students with self-rescue procedures and how to swim appropriately in moving water	
Injuries related to the physical demands of the activity and/or lack of activity skill	-pulled muscles -exhaustion -strains/sprains	-Appropriate lightweight and securely fastened footwear must be worn	

Weather changes creating adverse conditions (e.g., cold, wind, precipitation)	-cold, rain, snow, sun, heat	-Seek shelter around the campsites -Call for early pick-up -out of service area, radios will be used or Garmin In-Reach	
Hypothermia due to remaining in cool/cold water too long or due to insufficient clothing	-weather and cloud coverage -lake temperature	-A wetsuit, drysuit or appropriate clothing layers, including a dry change(s) (packed in waterproof bag/container) -extra clothing and towels -familiarize students with procedures and signs	
Loss of manual dexterity in hands during cold and wet weather	-hands being in lake too long	-Warm hands near fire -keep hands and bodies moving to stay warm	
Hypertremia (e.g., overheating) due to insufficient hydration, overdressing and/or overexertion	-high temperatures; sun exposure -insufficient amount of drinking water -wearing too much/too warm clothing	-Dress in layers -Ensure adequate supply of and drinking of water -take breaks -familiarize students with procedures and signs	
Injuries related to equipment (poor fit, improper adjustment, malfunction, or becoming tangled in apparatus; e.g., foot snag in bailer cord)	-ill-fitting life jacket/PFD -equipment not put away properly	-Craft should be checked for leaks, broken seats, etc. and paddles/oars for cracks and splinters -PFDs should be pre-use checked to ensure they are in appropriate condition -approved PFDs/life jackets, must be worn properly and done up at all times by all group members while on/in the water	
Injuries related to lifting, carrying, walking with, or putting down the craft and/or packs	-improperly lifting/carrying equipment	-students taught how to properly lift and carry all equipment	
Other injuries (e.g., blisters, sprains, strains; acute or overuse injuries/conditions, stepping on sharp objects)	-stepping on something sharp, getting foot stuck in something -improper footwear -hand injuries from paddling -improper skills	-Appropriate lightweight and securely fastened footwear -teach proper paddling techniques -feet should only be out of footwear for changing	
Motion sickness when on large wavy bodies of water (lakes, ocean)	-nausea from movement of water	-student may return to shore to feel better when appropriate and can be picked up by support vehicle if needed	

Drowning or near drowning	<ul style="list-style-type: none"> <li>-being on water</li> <li>-capsizing</li> <li>-inability to swim</li> <li>-fainting; being knocked unconscious</li> </ul>	<ul style="list-style-type: none"> <li>-PFDs should be pre-use checked to ensure they are in appropriate condition</li> <li>-approved PFDs/life jackets, must be worn properly and done up at all times by all group members while on/in the water</li> <li>-constant visual supervision and high number of supervisors to students</li> <li>-familiarize students with self-rescue procedures</li> </ul>	
Illness related to poor personal hygiene, or failure to purify drinking water	<ul style="list-style-type: none"> <li>-drinking river water</li> <li>-using river water to wash dishes</li> </ul>	<ul style="list-style-type: none"> <li>-Warn students not to drink untreated water from any lakes, rivers or streams</li> <li>-Water will be brought to the site and if no potable water available, I will have a filtration system with me</li> </ul>	
Allergic reactions to natural substances in the outdoor environment (e.g., bee stings or jelly fish stings in ocean) or food items	<ul style="list-style-type: none"> <li>-bees</li> <li>-foods brought with group</li> <li>-various plants, animals, insects in area</li> </ul>	<ul style="list-style-type: none"> <li>-Epi pens carried if needed</li> <li>-Remove offending object</li> <li>-Cleanse exposed skin and remove any affected clothing</li> <li>-Bring bug spray</li> <li>-Check for posts/signs about animals</li> <li>-Continually make lots of noise</li> </ul>	
Psychological injury due to anxiety or embarrassment (e.g., re: lack of skill, body image)	<ul style="list-style-type: none"> <li>-feeling embarrassed due to lack of skill or body image issues</li> </ul>	<ul style="list-style-type: none"> <li>-Continuing to build group cohesiveness and empathy</li> <li>-encouragement</li> <li>-lead by example</li> </ul>	
Complications of an injury or illness related to remoteness and time to emergency services	<ul style="list-style-type: none"> <li>-nearest hospital is about an hour away</li> </ul>	<ul style="list-style-type: none"> <li>-treat as much as possible on site</li> <li>-call for 911 immediately if deemed necessary</li> <li>-out of service area, radios will be used or Garmin In-Reach</li> </ul>	

Name of Lead Teacher (please print): <i>Nelissa Travn</i>	Date (year/month/day) <i>2026/03/31</i>	Signature <i>Nelissa Travn</i>	Comments
Name of Principal (please print): <i>[Signature]</i>	Date (year/month/day) <i>2026/03/31</i>	Signature <i>Erin Hay</i>	Comments
Additional Approval (as needed) (specify name and title):	Date (year/month/day) <i>/ /</i>	Signature	Comments

To the Parent(s)/Guardian(s) of \_\_\_\_\_ Grade 10-12 Homeroom: \_\_\_\_\_  
Please read the contents of this Consent and Acknowledgement of Risk form. Clarify any questions or concerns with the Lead Teacher BEFORE signing it.  
If this form is not signed and returned to the school by \_\_\_\_\_ your child WILL NOT BE ALLOWED TO ATTEND.

**PROGRAM/ACTIVITY INFORMATION**

DESTINATION/ACTIVITY: Bull River Whitewater Rafting DATE(S): May 25, 2026 OR \_\_\_\_\_  
SERIES OF OFF-SITE ACTIVITIES (Specify program): \_\_\_\_\_  
PURPOSE OR EDUCATIONAL GOAL(S): Outdoor Education  
ITINERARY/ACTIVITIES: Rafting  
METHOD OF TRANSPORTATION: BUS BY: SDS and Canyon Raft Co.  
LEAD TEACHER: Melissa Traub TOTAL NO. OF SUPERVISORS PLANNED: approx. 8  
SUPERVISORY ARRANGEMENTS: SDS staff and Canyon Raft Co. guides  
COST TO THE STUDENT: 50.00 WHAT TO BRING: see attached  
OTHER CONSIDERATIONS: we will be returning after school hours

**BOARD RESPONSIBILITIES**

- The board will make every reasonable effort to ensure or ascertain that
- a The staff, volunteers and/or service providers involved are suitably trained and qualified
  - b The students are adequately supervised over the program/activity
  - c The location(s) used are appropriate and safe for the activity(ies) and group
  - d Equipment used has been inspected and deemed appropriate and safe
  - e A Safety Plan is in place to identify and manage known potential risks
  - f An Emergency Plan is in place to deal with an injury or illness to any of the students

**POTENTIAL KNOWN RISKS**

Potential known risks include the following  
see attached

Additional comments/requirements: Please complete all forms in their entirety

**CONSENT AND ACKNOWLEDGEMENT OF RISK**

- Destination/Program/Activity(ies): Bull River Whitewater Rafting Date: May 25, 2026
- 1 I accept the mode of transportation for this activity
  - 2 I acknowledge my right to obtain as much information as I require about this program or activity and associated risks and hazards including information beyond that provided to me by the school or board
  - 3 My child/ward has no illnesses, medical conditions or disabilities that make this trip inappropriate for him/her and I know of no health related or other reason why my child should not participate in this trip
  - 4 I will supply suitable clothing for my child's participation in all activities associated with the field trip. I accept full responsibility for any inadequate clothing or equipment which I provide. I am aware that I should contact the school for further information if I am unclear about what clothing or equipment is required for the activities or the possible weather conditions
  - 5 My child/ward is aware and agrees that he or she must wear appropriate safety equipment at all times while doing activities where this is required
  - 6 My child/ward and I understand that a failure to wear required or strongly recommended safety equipment could cause or contribute to a serious injury(ies)
  - 7 I freely and voluntarily assume the risks/hazards inherent in the program/activity(ies) and understand and acknowledge that my child/ward may suffer personal and potentially serious injury arising from his/her participation
  - 8 My child/ward has been informed that he/she is to abide by the rules and regulations including directions and instructions from the school's and/or service providers administrators, instructors and supervisors over all phases of the program/activity
  - 9 In the event my child/ward fails to abide by these rules and regulations, disciplinary action may require his/her exclusion from further participation, or that I be contacted to have him/her picked up, unless I have specified other transport arrangements and I will be responsible for any costs associated
  - 10 I acknowledge that it is my duty to advise the Lead Teacher of any medical/health concerns of my child/ward that may affect his/her participation
  - 11 I acknowledge that the board may choose to cancel the trip if travel conditions are deemed unsafe (e.g., weather, health advisory). I accept that the board will not be liable for any costs associated with such a cancellation

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator.

- 12 I consent that the board through its employees agents and officers may secure such emergency medical services and advice as they deem necessary for my child's immediate health and safety and that I shall be financially responsible for such services and advice
- 13 I grant permission for (insert name of board) to use without payment of any fee or charge and without limitation on time or frequency for nonprofit education and or promotional purposes only any photographs video footage audiotape or digital images of my child/ward Yes  No   
My child/ward's identity May be revealed  May not be revealed
- 14 Accidents can happen They can be the result of the nature of the activity and can occur with or without any fault on either the part of the student or the school board or its employees or agents or the facility where the activity is taking place In permitting my child/ward to attend this trip I am not relying on any oral or written representation or statements made by the School Board and its servants agents employees or authorized volunteers to induce me to permit my child to take the trip other than those set out in this document

(Name of Student) \_\_\_\_\_ (Date of Birth) \_\_\_\_\_ has my permission to participate

Date \_\_\_\_\_ Name (Please print) \_\_\_\_\_ Signature \_\_\_\_\_

Emergency Contacts Name \_\_\_\_\_ Daytime \_\_\_\_\_ Evening \_\_\_\_\_ Cell \_\_\_\_\_

Emergency Contacts Name \_\_\_\_\_ Daytime \_\_\_\_\_ Evening \_\_\_\_\_ Cell \_\_\_\_\_

**PARENTAL/GUARDIAN WAIVER OF LIABILITY (Consult Board Policy re: Inclusion or Exclusion of this Section of the Form)**

I agree that in consideration of School District No. 5 offering my child \_\_\_\_\_ (name) an opportunity to participate in the activity/trip I waive any and all claims I may personally have and release from all liability and agree not to sue the Board of Trustees its officers employees agents volunteers and representatives for any personal injury death property damage or loss as a result of or arising from my child/ward's participation in the trip arising out of any cause whatsoever including negligence I understand that my signature here waives my right to sue on my own behalf for damages I may incur but not the right for myself or a guardian acting in my child/ward's behalf to sue for damages owed the child The child's rights to sue in the event of negligence are not affected by my signature here

I am 19 years of age or more and have read and understand the terms of this document and understand that it is binding upon me my heirs executors and administrators

Date \_\_\_\_\_

Signature of Witness \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

Printed Name of Witness \_\_\_\_\_

Printed Name of Parent/Guardian \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

Signature of Witness \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

Printed Name of Witness \_\_\_\_\_

Printed Name of Parent/Guardian \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Note This waiver element if used must be signed by ALL custodial parents or guardians of a child who is under the age of 19 years

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator.

**OFF-SITE EXPERIENCE EMERGENCY MEDICAL INFORMATION (Write below or attach a separate page if more space is needed)**

Student Name \_\_\_\_\_ Birth Date \_\_\_\_\_

BC Medical Services Plan Personal Health No \_\_\_\_\_ Student School Accident Insurance  Yes  No

Allergies (e.g. specific drugs, certain foods, insect stings, hay fever) Specify \_\_\_\_\_

Reaction(s) to above? \_\_\_\_\_

Carries Epi pen?  Yes  No Carries Ana Kit?  Yes  No

Medical/physical conditions that may affect participation in the stated program/activity (e.g. recent illness or injury, recent hospitalization or surgery, chronic conditions, phobias, etc.) Be specific \_\_\_\_\_

Specify the condition(s) and requirements for program modification or specific activities your child should not participate in \_\_\_\_\_

Medication(s) taken at this time (name, reason, dosage, storage, potential side effects/treatment of such) \_\_\_\_\_

Other Health/Medical/Dietary Concerns \_\_\_\_\_

Emergency Contacts

1) \_\_\_\_\_ Phone (R) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

2) \_\_\_\_\_ Phone (R) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Name of Physician \_\_\_\_\_ Phone # \_\_\_\_\_

Parent/Guardian who is filling out and signing this form

Name (please print) \_\_\_\_\_ Signature \_\_\_\_\_

Personal information contained on this form is collected under the authority of the *School Act* for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator.

Board  
Name or Logo

**STUDENT HEALTH/MEDICAL FORM FOR HIGHER CARE  
OFF-SITE ACTIVITIES / TRAVEL EXCURSIONS**

**HEALTH/MEDICAL INFORMATION (Write below or attach a separate page if more space is needed)**

Student's Name \_\_\_\_\_

Birth Date \_\_\_\_\_

Student's Provincial Personal Health Care No.: \_\_\_\_\_

Other Accident Insurance  Yes  No

Are the student's immunization and booster shots up-to-date?  Yes  No If no, please explain \_\_\_\_\_

**Known Conditions**

Does the student have any medical, physical or other conditions? Check all that apply

- Recent illness or injury
- Recent hospitalization or surgery
- Recent contact with any communicable disease
- Physical disabilities or limitations
- Hip, knee, ankle, shoulder, arm or back injury or any other joint problems
- Eye, ear, or throat problems
- Asthma
- Diabetes
- Serious fears (e.g., the dark, water).
- ADD, ADHD or other behavioural condition
- Learning conditions
- Other condition(s) that may affect participation in the activity \_\_\_\_\_

Provide additional detail regarding any checked items: \_\_\_\_\_

**Allergies**

Does the student have any allergies (e.g., specific drugs, certain foods, insect stings, hay fever, grass, pollen, animals, other)?

Yes  No Specify \_\_\_\_\_

Carries Inhaler  Yes  No

EpiPen  Yes  No

Knows how to use it Inhaler  Yes  No EpiPen  Yes  No

If child has severe allergies, request and complete a Notification of Severe Allergies form

**Program Modifications / Excluded Activities**

Specify the condition(s) and requirements for program modification, or specific activities your child/ward may not participate in: \_\_\_\_\_

**Medications**

Medication(s) the student is taking at this time (prescription and non-prescription) \_\_\_\_\_

If medication(s) need to be taken during program time, request and complete a Medication Administration Form.

**Any Other Health/Medical/Dietary Concerns**

Name of Doctor \_\_\_\_\_ Phone # \_\_\_\_\_

**Emergency Contacts:**

1) \_\_\_\_\_ Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

2) \_\_\_\_\_ Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Parent/Guardian Name (please print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator.

## **Bull River Whitewater Rafting - Monday May 25, 2026**

### **Packing List**

- Playful, considerate, and adventurous attitude - Like most things in life, your attitude generally determines your experience
- Bathing suit or light shorts to wear under a wetsuit (have this on when you come to school) - NO COTTON
- Shoes that you don't mind getting wet and dirty; make sure they are secured to your feet
- Sunscreen
- Water bottle
- Synthetic fleece or sweater to wear under a spray jacket - NO COTTON
- Towel
- Extra (warm and dry) clothing - you will want dry clothing to change into for the bus ride home
- Snacks and water for the ride home

\*Lunch will be provided

**Know Potential Risks:**

- Injuries related to stepping on sharp objects with bare feet;
- Injuries if swimming in moving water environments due to foot entrapment in bottom hazards such as rocks or submerged branches;
- Environmental hazards such as murky water, wind, waves, currents, etc. depending on the specific site used;
- Complications of injury or illness due to remoteness and time to emergency services;
- Other risks normally associated with the activity and environment;
- Injuries related to vehicle crashes en route to and from activity area;
- Becoming lost or separated from the group or the group becoming split up;
- Injuries related to slips, trips, and falls in the program area or en-route to/from it and/or from the board;
- Injuries related to collisions with movable (e.g., other boats or paddles, own boat or paddle) or immovable (e.g., rock, bridge abutment) objects;
- Injuries related to capsize of craft or falling out of craft (e.g., due to hazards such as high or low water levels, strong currents, cross currents, weirs, shoals, dead heads, rocky shorelines or other factors); falling overboard
- Injuries related to the physical demands of the activity and/or lack of activity skill;
- Weather changes creating adverse conditions (e.g., cold, wind, precipitation);
- Hypothermia due to remaining in cool/cold water too long or due to insufficient clothing;
- Loss of manual dexterity in hands during cold and wet weather;
- Hyperthermia (e.g., overheating) due to insufficient hydration, overdressing and/or overexertion;
- Injuries related to equipment (poor fit, improper adjustment, malfunction, or becoming tangled in apparatus; e.g., foot snag in bailer cord);
- Injuries related to lifting, carrying, walking with, or putting down the craft and/or packs;
- Other injuries (e.g., blisters, sprains, strains; acute or overuse injuries/conditions);
- Motion sickness when on large and/or wavy bodies of water (rivers, lakes, ocean);
- Drowning or near drowning;
- Illness related to poor personal hygiene, or failure to purify drinking water;
- Allergic reactions to natural substances in the outdoor environment (e.g., bee stings or jellyfish stings in ocean) or food items;
- Injuries related to encounters with animals and plants in the environment;
- Injuries related to board capsize or falling off of board;
- Psychological injury related to anxiety of open water; and
  - Psychological injury due to anxiety or embarrassment (e.g., re: lack of skill, body image).



# PASSENGER LIST

Trip Destination: \_\_\_\_\_ Date(s) \_\_\_\_\_

## DRIVER/VEHICLE INFORMATION

Driver's Name: \_\_\_\_\_ Vehicle Make/Model: \_\_\_\_\_ License Plate #: \_\_\_\_\_

## PASSENGER LIST

1.	25.	49.
2.	26.	50.
3.	27.	51.
4.	28.	52.
5.	29.	53.
6.	30.	54.
7.	31.	55.
8.	32.	56.
9.	33.	57.
10.	34.	58.
	35.	59.
12.	36.	60.
13.	37.	61.
14.	38.	62.
15.	39.	63.
16.	40.	64.
17.	41.	65.
18.	42.	66.
19.	43.	67.
20.	44.	68.
21.	45.	69.
22.	46.	70.
23.	47.	71.
24.	48.	72.

# Submission Summary

<b>Submission Summary:</b>	Minor 2026/2027   2025-09-30   MAIN - K12
<b>Submission Type:</b>	Capital Plan
<b>School District:</b>	Southeast Kootenay (SD05)
<b>Open Date:</b>	2025-04-07
<b>Close Date:</b>	2025-09-30
<b>Submission Status:</b>	Draft

Submission Category	Sum Total Funding Requested
CNCP	\$4,459,000
SEP	\$1,810,000
PEP	\$200,000
BUS	\$741,246
<b>Total</b>	<b>\$7,210,246</b>

BUS					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	171257	Transportation	Replacement	Replace as it has a cracked Frame	\$247,082
2	171258	Transportation	Replacement	Replace as it has a cracked Frame	\$247,082
3	171259	Transportation	Replacement	Replacement as it has a cracked frame	\$247,082
Submission Category Total:					<b>\$741,246</b>
CNCP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	163377	Gordon Terrace Elementary	HVAC (CNCP)	Boiler system upgrade and equipment purchase	\$659,000
2	171396	T M Roberts Elementary	HVAC (CNCP)	Install new Boilers and heat ventilators	\$3,800,000
Submission Category Total:					<b>\$4,459,000</b>
PEP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	171255	Kootenay Orchards Elementary	New (PEP)	New playground in north field for younger students	\$200,000
Submission Category Total:					<b>\$200,000</b>
SEP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	171256	Fernie Secondary	Interior Construction	Replace duct collection system in wood shop	\$350,000
2	167762	Gordon Terrace Elementary	Roofing (SEP)	Roofing upgrade at Gordon Terrace Elementary School	\$500,000
3	171252	SD Core Building	Roofing (SEP)	New roof for Fernie Bus garage	\$450,000

## Submission Summary

4	171254	Mount Baker Secondary	Exterior Wall Systems	Replace windows on south side of school	\$400,000
5	171399	Gordon Terrace Elementary	Interior Construction	Replace Garaventa Lift	\$110,000
				Submission Category Total:	<b>\$1,810,000</b>



## Hot Lunch Pilot Program Update

Each Wednesday, The Southeast Kootenay School District (the “District”) runs a hot lunch pilot program at Gordon Terrace Elementary, Parkland Middle, Pinewood Elementary, and Steeples Elementary. The program was started under the mandate that BC schools begin exploring universal access lunch programs with Feeding Futures funding. The hot lunch pilot program seeks to lay the foundation for a District-wide lunch program, wherein each school has some form of District-run lunch available for all students.

Food is prepared and delivered by the Community Connection Society kitchen and served buffet-style with the support of students, staff, and volunteers. Parents can order and pay through an online platform managed by the District School Food Coordinator or pay cash through the school. The lunches are priced as pay-what-you-can: parents can pay 25%, 50%, 75%, or 100% of the cost of lunch, or choose to receive the lunch at no cost. Parents can also donate to the program through the online platform to support other students.

<b>2025/2026 (as of April 18, 2026)</b>			
	<b>Units</b>		<b>Cost</b>
Total meals served	4,900	\$	39,200
Total units of milk served (237 ml)	4,112	\$	4,359
Total units dessert (oat bars, cookies, etc.)	4,751	\$	2,376
Total Cost of Food		\$	45,935
Revenue Recovered 2025/2026		\$	22,494
<b>Net food cost of hot lunch pilot</b>		<b>\$</b>	<b>(23,441)</b>

<b>2024/2025</b>			
	<b>Units</b>		<b>Cost</b>
Total meals served	3,665	\$	29,320
Total units of milk served (237 ml)	4,915	\$	5,210
Total Cost of Food		\$	34,530
Revenue Recovered		\$	26,266
<b>Net food cost of hot lunch pilot</b>		<b>\$</b>	<b>(8,264)</b>

(Cost/Revenues are food items only and do not include supplies such as small wares and equipment).



The table below reflects the percentage each school is paying for their online orders in 2025/2026 (total payments for lunch / total price of lunch). It also contains percentage of students ordering lunch at no fee online.

	% Cost Recovered	% No Fee
Gordon Terrace Elementary School	68.15%	4.02%
Parkland Middle School	76.84%	3.21%
Pinewood Elementary	53.56%	15.00%
Steeples Elementary	60.16%	8.03%

For 2025/2026, we have received 14% of payments in cash, primarily from Steeples Elementary.

### Challenges and Opportunities

- 60% of orders online pay the full price of lunch, and 10% are paying above full price (donating to program). Over the first two years of the program we have focused on making sure students can try the lunch, often providing a buffer of additional food that allows for more participation. We will focus on engaging students and families so that they are aware of the program, can easily order lunch online, and pay whatever percentage of lunch they can afford.
- Capturing a higher uptake at each school will require more labour from school staff and potentially volunteer assistance. Not all school staff are keen to take on additional lunchtime duties. Feeding Futures can support increased hours for support staff, though whether that's a sustainable approach for a District-wide food program, with a limited Feeding Futures budget, is an open question.
- The current online platform, run by Nova Scotia-based Food for Thought Software Solutions, has been less than optimal. However, the District will be transitioning to an updated Food for Thought platform in Fall 2026 that should make for a better, more organized experience for parents.

### Outlook for 2026/2027

We would like to onboard a minimum of two schools in Cranbrook in fall 2026/2027. The updated ordering platform should make for better and more efficient ordering for parents, encouraging increased participation.

Other goals include:

- Increase school uptake to 33% (currently at roughly 25% across four schools);
- Continue to reach vulnerable students most in need of no-cost lunches;
- Elk Valley pilot program;
- More school-based "feasts": promoting the lunches as part of school wide events;
- Increased reliance on local ingredients (e.g. recent lunch of pulled pork sandwiches sourced meat from Cutter Ranch of Fort Steele)

### **Overall**

- Schools, despite their challenges, continue to be some of the safest, most inclusive, engaging and fun places for children. Often they are THE safest place for children.
- Great opportunity to meet people from around the province, but especially from our neighbouring districts
- Found the Concurrent sessions to be interesting but long at 1.5 hours. I wonder if they could shorten to 45 min sessions which would allow each person to attend four instead of two?

### **Keynote Speaker - Clara Hughes**

- The concept of being willing to TRY, just do one thing!
- You can continue to evolve and redefine success
- The translation of skills learned in school, sport, arts, culture to real life and relationships (teamwork, discipline, resilience, etc)
- Beginner's mindset - "In the beginner's mind there are many possibilities, but in the expert's mind there are few"

### **Policy Review**

- Significant variation among districts regarding where they are in their organization of Policies and APs
- Some have 100+ policies, many of which should be APs. Some haven't been updated since the 1980s/1990s
- We are in good shape in SD5 with this process

### **Session #1 - How Are We Doing Report - Education outcomes of Indigenous Learners**

AJ Orena - Sr Manager, Data Analyst, First Nations Education Steering Committee

Jeremy Higgs - Exec Director, Education Analytics, Ministry of Education and Childcare

- The data in this report is meant to inform interventions (our district data was shared at the April 14 board meeting)
- The significant difference between Indigenous and non-Indigenous learners demonstrate the "racism of low expectations"
- Indigenous learners are more likely to have a Behaviour/Mental Health designation and less likely to have a Gifted designation

### **Completion Rates**

- 5 year completion rate - Indigenous 66%, non-Indigenous 91% (this includes both Regular and Adult Dogwood)
- Discussion around the Adult Dogwood - It is not serving our students in the sense that very few carry on to continuing education and it limits possibilities and prospects

## **Chronic Absence**

- Measure of what percentage of kids miss more than 10% of school
- Elementary School - Indigenous 63%, non-Indigenous 40%
- Secondary School - Indigenous 83%, non-Indigenous 65%

## **Session #2 - Owing the Message: Communicating with Confidence and Clarity**

Zoe Keirstead - Associate Principal, Navigator Ltd (strategic advisory & communications)

- Introduction to media training
- It is a learned skill that takes lots of practice
- Much of the content did not feel especially applicable to our roles, but some worthwhile advice and tips on communication in general, possibly some practical application for PAC meetings
- When being asked for a statement or opinion, it is best to say something as silence allows someone else to “write your headline”. Even if your statement is simply clarifying that you can’t comment on the topic...that’s still a statement and better than silence
- Know your audience, keep messages short, it’s okay to pause before answering a question, once your point/message has been delivered it is acceptable to stop talking (don’t have to fill the awkward silence)
- Dress for the room, be relatable to your audience

## **AGM**

- Very interesting and great opportunity to learn - mostly about how other people critically analyse and interpret the value of the motions
- Appreciated the tent cards on the table reminding everyone to maintain decorum during the AGM and felt the overall tone was respectful and open
- Great variety in the types of motions but I do wonder if it’s too many and possibly dilutes the BCSTA’s chances to make any headway with the Ministry?

2025/26 Fiscal Year  
 Capital Projects - Budget Tracking Sheet  
 April 2026

Major/Minor Capital	Project Description	Budget	Total Spent	Forecasted Amount to be Spent	Expected Over (Under)	Comments
			-	-	-	PDR with Ministry for additional comments to address. Working to complete ASAP. Report is behind schedule and SD5 team is actively working to get this back on track.
Major (REP)	AWES PDR					
Major (REP)	Amy Woodland		564,212			Fully recovered by SPP.
Major (REP)	Fernie Elementary School	33,517,714	1,928,101	31,589,613		Tender package with Ministry for approval. On track for groundbreaking in July 2026. Class A estimate came in lower than expected which is expected to help the overall budget. Final costing dependent on tender packages received.
or 1-2024-0-00-78106-	ESS Mechanical Upgrade	400,000	49,025	350,975		M&K have ordered a new Make up air unit and this was a scope change that we decided to move forward with and pay for the \$50,000 increase through AFG.
Minor (CNCP)	Electrical Upgrades - SDE	998,800	538,799	460,001		The new electrical conduit is been pulled into the kiosk and the side of the building. We will be waiting until summer 2026 to find a 2 week period to shut down the office to change out the main electrical cabinets.
Minor (CNCP)	Fernie Bus Shop Upgrade	661,500	18,715	642,785		Project still in initial phases.
Minor (FIP)	Kitchen Equipment / Renc	213,000	198,782	14,218		Kitchens renovations at MBSS, PMS, and LMS to be started in summer 2026.
Child Care	Jaffray Child Care	1,235,137	1,086,094	149,043		North Mountain was awarded tender. Permit has been received, and work will be commencing. Planning to have this space open by January 2026.
Child Care	Steeple's Child Care	1,871,261	1,742,959	150,000	21,698	Grand opening completed in Spring 2026. Occupancy received and deficiencies remediated. Playground to be completed by summer 2026.
Child Care	Fernie Elementary Schoo	7,910,000	111,404			Ministry approved 7.9 Million per the recently signed funding agreement. Tender package with Ministry for approval. On track for groundbreaking in July 2026.
Land	Elkford	TBD				Working with WSP to confirm scope of initial work to prepare site for future development.
		<b>46,807,412</b>		<b>33,356,635</b>	<b>21,698</b>	

Monthly Analysis Workbook - Mar 2026  
SD5 Southeast Kootenay

Procedures:

Run the following report for this reporting month from PowerSchool: Secretary Treasurer -> Finance Committee -> Operating Budget by Program.  
Fill in all gray shaded cells below for YTD compared to budgets and CY YTD vs PY YTD.  
Add comments for each line item that meets our threshold (2% for YTD vs Budget; 5% for CY YTD vs PY YTD).

2025/2026 YTD vs Budget											
Program	Mar 31, 2026 Year to Date	2025/2026		Remaining Balance	Percent	P/Y Percent	Budget Year	Expected Remaining (%)	Variance	Comment Required?	Comments
		Budget (12 Months)	Amended Budget (12 Months)								
Months Remaining	3										
<b>1 Instruction</b>											
Program 02 Regular Instruction	29,604,848	41,897,547	42,515,406	12,910,558	30.37%	31.88%	10	30%	0.4%	Below threshold	Only KLC and ESS has used their career prep supplies budget. It hasn't been utilized by MBSS, FSS & SSS.  Neuro-Affirming Contract hasn't been expensed yet. Travel & Pro-D and supplies expenses haven't been fully utilized.  Other than travel and dues, rest of the program is being funded under ECL special purpose funds  Underbudget mainly due to underutilized budgets for cultural projects, supplies and welcoming spaces at school level. Although District initiative budget is overbudget by \$14K. Underbudget as clerical wages and benefits lower than budget. Also, office supplies budget at school level hasn't been utilized. Also, PVP Mentoring and PVP Pro-D release expense lower than budget for this period.
Program 03 Career Preparation	25,185	106,382	110,521	85,336	77.21%	64.92%	10	30%	47.2%	Comment Required	
Program 07 Library Services	949,445	1,245,518	1,384,972	435,527	31.45%	29.52%	10	30%	1.4%	Below threshold	
Program 08 Counselling	869,901	1,224,290	1,244,750	374,849	30.11%	30.25%	10	30%	0.1%	Below threshold	
Program 10 Special Education	10,625,676	15,757,579	17,868,044	7,242,368	40.53%	34.54%	10	30%	10.5%	Comment Required	
Program 20 Early Learning & Child Care	3,721	40,413	40,413	36,692	90.79%	81.50%	10	30%	60.8%	Comment Required	
Program 30 English Language Learning	51,234	74,621	74,621	23,387	31.34%	31.99%	10	30%	1.3%	Below threshold	
Program 31 Indigenous Education	1,127,223	2,001,212	1,920,748	793,525	41.31%	29.08%	10	30%	11.3%	Comment Required	
Program 41 Administration	4,394,832	6,097,689	6,115,938	1,721,106	28.14%	27.24%	12	25%	3.1%	Comment Required	
	47,652,065	68,445,251	71,275,413	23,623,348	33.14%	32.02%	10	30%	3.1%		
<b>4 District Administration</b>											
Program 11 Educational Administration	519,590	706,242	917,674	398,084	43.38%	42.69%	12	25%	18.4%	Comment Required	PVP Mtg Release, MyED Licence fees and other Pro-D budgets haven't been utilized yet. Gang Violence Prevention supplies hasn't been utilized yet either. Trustee Pro-D budgets, BCSTA AGM budgets haven't been used yet. Also, public relations- Trustees budget is underutilized as at Mar 31 Underutilized budgets for Legal, Bargaining Labour Management and Pro-D budgets.
Program 40 School District Govt	194,491	275,219	275,219	80,728	29.33%	24.97%	12	25%	4.3%	Comment Required	
Program 41 Administration	1,453,115	2,297,542	2,309,259	856,144	37.07%	32.48%	12	25%	12.1%	Comment Required	
	2,167,196	3,279,003	3,502,152	1,334,956	38.12%	34.30%	12	25%	13.1%		

**5 Operations & Maintenance**

Program 41 Administration	471,167	708,302	708,302	237,135	33.48%	36.86%	12	25%	8.5%	Comment Required	Lower than budgetsalaries & benefits expense Although the software costs have been recorded for the full year, overall maintenance is underbudget as most of the budgets haven't been utilized yet and lower custodial salaries and benefits, but casual custodial salaries and benefits are higher than budget.
Program 50 Maintenance Operations	3,981,959	6,366,401	6,230,901	2,248,942	36.09%	31.29%	12	25%	11.1%	Comment Required	Maintenance salaries & benefits are lower than budget as well.
Program 52 Maintenance Of Grounds	252,182	499,192	573,256	321,074	56.01%	22.96%	12	25%	31.0%	Comment Required	Lower as NGN Charge back & Carbon Tax Offset expenses haven't been accounted for yet.
Program 56 Utilities	922,597	1,265,000	1,265,000	342,403	27.07%	19.09%	12	25%	2.1%	Comment Required	
	5,627,905	8,838,895	8,777,459	3,149,554	35.88%	29.48%	12	25%	10.9%		

**7 Transportation & Housing**

Program 41 Administration	141,765	176,759	176,759	34,994	19.80%	22.39%	12	25%	-5.2%	Comment Required	Management Salaries & benefits higher than budget.	
Program 70 Student Transportation	1,604,457	2,170,589	2,317,943	713,486	30.78%	29.58%	10	30%	0.8%	Below threshold		
	1,746,222	2,347,348	2,494,702	748,480	30.00%	29.06%	10	30%	0.0%			
	57,193,388	82,910,497	86,049,726	28,856,338	33.53%	31.76%			29%	4.7%	Comment Required	Underbudget as mainly due to some budget lines haven't been utilized yet in administration and maintenance.

2025/2026 YTD vs 2024/2025 YTD

Program	3/31/2026 YTD	3/31/2025 YTD	Variance	Percent	Comment Required?	Comments
Months Remaining	3					
<b>1 Instruction</b>						
Program 02 Regular Instruction	29,604,848	28,314,674	-1,290,174	-4.56%	Below threshold	Only KLC and ESS has used their career prep supplies budget. It hasn't been utilized by MBSS, FSS & SSS.
Program 03 Career Preparation	25,185	32,650	7,465	22.86%	Comment Required	
Program 07 Library Services	949,445	934,509	-14,936	-1.60%	Below threshold	
Program 08 Counselling	869,901	864,213	-5,688	-0.66%	Below threshold	
Program 10 Special Education	10,625,676	10,578,413	-47,264	-0.45%	Below threshold	
Program 20 Early Learning & Child Care	3,721	7,476	3,756	100.00%	Comment Required	P/Y had travel and dues recorded but in c/y not much has been spent on travel yet as, most of the expenses are being funded by ECL first.
Program 30 English Language Learning	51,234	50,339	-895	-1.78%	Below threshold	
Program 31 Indigenous Education	1,127,223	1,340,838	213,615	15.93%	Comment Required	Jason & Kelly salaries and benefits is not coming out of INED as of Oct 1, 2025. Equipment supplies expense of \$11K recorded in p/y for this period, while in c/y there were none for this period.
Program 41 Administration	4,394,832	4,446,186	51,354	1.16%	Below threshold	
	47,652,065	46,569,299	-1,082,767	-2.33%		
<b>4 District Administration</b>						
Program 11 Educational Administration	519,590	462,748	-56,842	-12.28%	Comment Required	PVP Salaries and benefits are higher than p/y as Jason's salaries have been moved from IE to Administration. Public Relations expenses in c/y are lower than p/y by approx. \$6K and Pro-D accounts haven't been utilized yet in c/y.
Program 40 School District Govt	194,491	206,489	11,998	5.81%	Comment Required	
Program 41 Administration	1,453,115	1,558,039	104,924	6.73%	Comment Required	Lower Clerical wages and benefits expense in c/y than in p/y, as Olive retired. Legal, Bargaining Labour Management and Business Advertisement expenses are lower current fiscal period than in prior.
	2,167,196	2,227,276	60,080	2.70%		

**5 Operations & Maintenance**

Program 41 Administration	471,167	444,052	-27,116	-6.11%	Comment Required	Higher Safety Services, Public Liability Insurance and Fuel - Courier cost in c/y than in p/y
Program 50 Maintenance Operations	3,981,959	4,238,722	256,762	6.06%	Comment Required	Lower custodial wages & benefits in c/y than in p/y.
Program 52 Maintenance Of Grounds	252,182	384,569	132,387	34.42%	Comment Required	In p/y we have recorded over \$25K of casual maint.wages already, where as in c/y the cost is nil. Also, due to mild winter so far, c/y had lower snow removal expense than p/y.
Program 56 Utilities	922,597	1,023,514	100,918	9.86%	Comment Required	Natural Gas expense is lower in c/y than p/y
	<u>5,627,905</u>	<u>6,090,857</u>	<u>462,951</u>	<u>7.60%</u>		

**7 Transportation & Housing**

Program 41 Administration	141,765	134,311	-7,454	-5.55%	Comment Required	Higher management salaries as budgeted and higher Pro-D expense than p/y.
Program 70 Student Transportation	1,604,457	1,546,700	-57,757	-3.73%	Below threshold	
	<u>1,746,222</u>	<u>1,681,011</u>	<u>-65,211</u>	<u>-3.88%</u>		
	<u>57,193,388</u>	<u>56,568,442</u>	<u>-624,945</u>	<u>-1.10%</u>		

Trustee Professional Development

TRUSTEE NAME	YTD TRAVEL AMOUNT	TOTAL PRO-D & TRAVEL	Budget Amount	PERCENT REMAINING	COMMENTS
Doug McPhee		4,776.38			KBB AGM, Trustee Academy, BCSTA AGM
Bev Bellina					
Wendy Turner					
Trina Ayling		4,795.21			KBB AGM, Trustee Academy, BCSTA AGM
Chris Johns		4,702.56			Trustee Academy, BCSTA AGM
Nicole Heckendorf		2,513.92			BCSTA AGM
Irene Bischler		403.91			KBB AGM
Alysha Clarke		4,632.17			Trustee Academy, BCSTA AGM
Sarah Madsen		2,493.88			BCSTA AGM
<b>Totals</b>		<b>24,318.03</b>	<b>39,500.00</b>	<b>38%</b>	

**SD5 Out of District Staff Travel Summary  
2025-2026**

Month	Last Name	First Name	Position	Conference	Travel Location	Total Expense	Monthly Total	Pro-D
Jul	Gruggen	Lauren	VP	BCPVPA Foundations	Vancouver	\$ 3,860.56		
Jul	Sinclair	Sean	VP	BCPVPA Foundations	Vancouver	\$ 3,644.80		
Jul	Pocha	Patti	Payroll and Benefits Manager	Ropin Results with Dayforce	Calgary	\$ 1,136.43		
Jul	Reid	Eric	Assistant Manager Operations	ASTSBC Conference	Penticton	\$ 2,071.03		
Jul	Wyatt	Dawn	Assistant Manager Operations	ASTSBC Conference	Penticton	\$ 2,093.55		
Jul	Primeau	Dillen	Mechanic Foreperson	ASTSBC Conference	Penticton	\$ 2,099.55		
Jul	Boehmer	Craig	Vice Principal	BCPVPA Foundations	Vancouver	\$ 4,500.70		
Jul	Butler	Paul	Transportation Mechanic	ASTSBC Conference	Penticton	\$ 1,895.75		
Jul	Whitlock	Gerry	Transportation Foreperson	ASTSBC Conference	Penticton	\$ 2,048.55		
Jul	Tank	Joe	Director Operations	ASTSBC Conference	Penticton	\$ 2,143.55		Yes
							<b>\$ 25,494.47</b>	
Aug	Johnson	Viveka	Superintendent	Camp Courage	Kananaskis	\$ 4,016.35		Yes
Aug	Boehm	Erin	District VP	BCSSA Conference	Whistler	\$ 3,310.79		Yes
Aug	Johnson	Viveka	Superintendent	BCSSA Conference	Whistler	\$ 3,276.74		
Aug	Tichauer	Jason	Director	BCSSA Conference	Whistler	\$ 2,208.92		Yes
Aug	Reimer	Brent	Director	BCSSA Conference	Whistler	\$ 2,855.61		Yes
Aug	Kaley	Wasylowich	District Principal	BCSSA Conference	Whistler	\$ 2,941.13		Yes
Aug	Kelly	Michael	Director	BCSSA Conference	Whistler	\$ 3,474.51		Yes
Aug	Whalen	Sean	Teacher	Justice Institute	New Westminister	\$ 3,018.03		
Aug	Miller	John	Bus Driver	Think Driver Instructor Program	Williams Lake	\$ 9,511.98		
							<b>\$ 34,614.06</b>	
Sep	McPhee	Doug	Chairperson	KBB AGM	Invermere	\$ 403.91		
Sep	Ayling	Trina	Trustee	KBB AGM	Invermere	\$ 233.03		
Sep	Bischler	Irene	Trustee	KBB AGM	Invermere	\$ 403.91		
Sep	Bottoni	Marzia	District Teacher	SILC Conference	Kelowna	\$ 159.64		
							<b>\$ 1,200.49</b>	
Oct	Sommerfeld	Jason	Principal	GEN AI Leadership Summit	Surrey	\$ 1,276.55		
Oct	McKenzie	Ryan	District Teacher	GEN AI Leadership Summit	Surrey	\$ 1,468.29	<b>\$ 1,276.55</b>	
Oct	Kelly	Michael	Director	GEN AI Leadership Summit	Surrey	\$ 1,526.11		
Oct	Reimer	Brent	Director	Compassionate Systems Leadership	Nelson	\$ 793.60		
Oct	Boehm	Erin	District VP	Compassionate Systems Leadership	Nelson	\$ 924.96		
Oct	Legacy	Sara	YCW	Compassionate Systems Leadership	Nelson	\$ 796.93		
Oct	Hamilton	Garrett	Teacher	Compassionate Systems Leadership	Nelson	\$ 825.60		
Oct	Priore	Robin	YCW	Compassionate Systems Leadership	Nelson	\$ 628.00		
Oct	Reid	Shari	YCW	Compassionate Systems Leadership	Nelson	\$ 628.00		
Oct	Horvath	Jen	Teacher	Compassionate Systems Leadership	Nelson	\$ 628.00		
Oct	Reid	Eric	Assistant Manager Operations	ASTSBC Executive Meeting	Kelowna	\$ 66.64		
Oct	Pierre	Joe	Indigenous Education Coordinator	Outdoor Learning Leadership Conference	Banff	\$ 1,736.46		Yes
Oct	Leeden	Amy	Vice Principal	Outdoor Learning Leadership Conference	Banff	\$ 1,053.56		Yes
Oct	Hart	Carissa	Principal	Outdoor Learning Leadership Conference	Banff	\$ 1,053.56		Yes
Oct	Shully	Leanna	Vice Principal	Outdoor Learning Leadership Conference	Banff	\$ 1,547.64		Yes
Oct	Kelly	Michael	Director	Outdoor Learning Leadership Conference	Banff	\$ 1,849.91		
Oct	Gaudet	Meghan	Accounting Clerk	KEV School Finance	Vancouver	\$ 1,255.85		
Oct	Reid	Eric	Assistant Manager Operations	ASTSBC EFMA Zone Meeting	Nelson	\$ 315.00		
Oct	Tank	Joe	Director	ASTSBC EFMA Zone Meeting	Nelson	\$ 315.00		
Oct	Wyatt	Dawn	Assistant Manager Operations	ASTSBC EFMA Zone Meeting	Nelson	\$ 315.00		
Oct	Tichauer	Jason	Director	Safe School Coordinator Meeting	Surrey	\$ 1,005.42		
Oct	Wasylowich	Kaley	District Principal	Mock Audit	Rossland	\$ 539.08		
Oct	Russchen	Julie	LST Coordinator	Mock Audit	Rossland	\$ 234.44		
Oct								
Oct								
							<b>\$ 20,783.60</b>	
Nov	Tichauer	Jason	Director	Threat Assessment Workshop	Nelson	\$ 300.50		
Nov	Jeeves	Lonnie	IT Manager	IT K12 Conference	Vancouver	\$ 2,199.55		

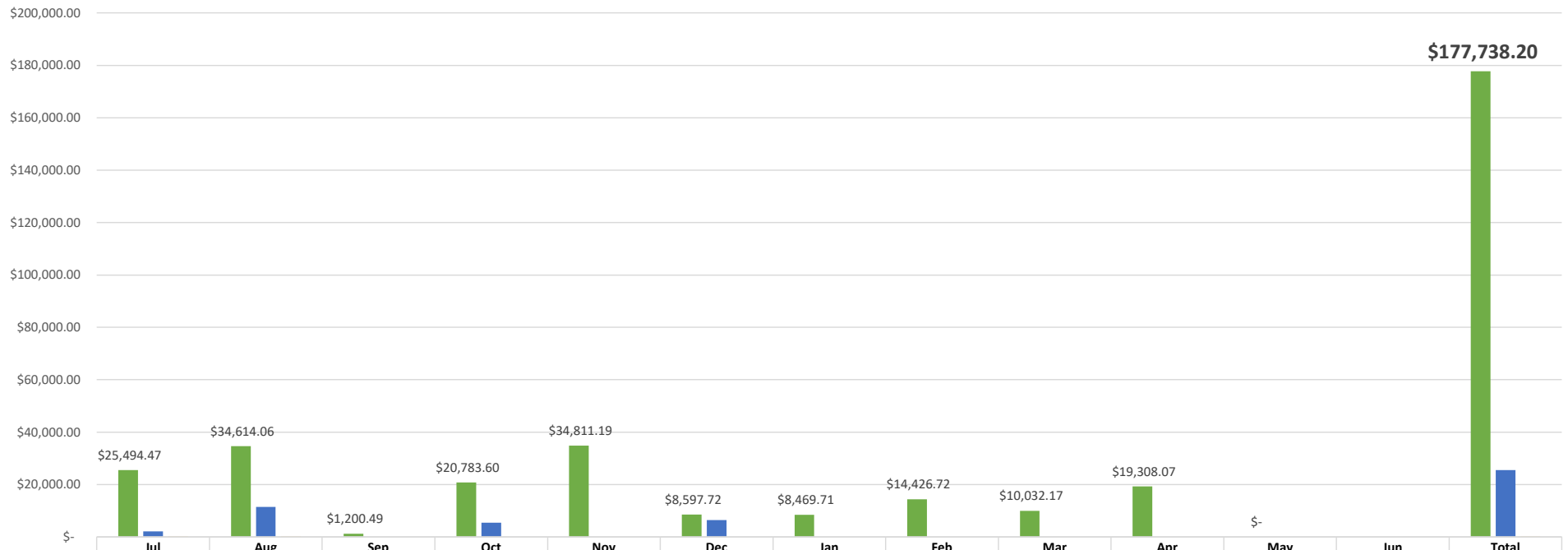
**SD5 Out of District Staff Travel Summary  
2025-2026**

Month	Last Name	First Name	Position	Conference	Travel Location	Total Expense	Monthly Total	Pro-D
Nov	Bishop	Warren	IT Specialist	IT K12 Conference	Vancouver	\$ 1,732.17		
Nov	Girimonte	Vince	School Food Coordinator	Basin Food Summit	Nelson	\$ 630.65		
Nov	Kelly	Michael	Director	Threat Assessment Workshop	Nelson	\$ 507.05		
Nov	Johnson	Viveka	Superintendent	BCSSA Conference	Vancouver	\$ 2,142.98		
Nov	Thorn	Aaron	Principal	Threat Assessment Workshop	Nelson	\$ 300.50		
Nov	Leeden	Amy	Vice Principal	Threat Assessment Workshop	Nelson	\$ 105.00		
Nov	Johnson	Christie	Principal	Threat Assessment Workshop	Nelson	\$ 398.76		
Nov	Bailey	Deirdre	Vice Principal	Threat Assessment Workshop	Nelson	\$ 300.50		
Nov	Conlin	Kathy	Vice Principal	Threat Assessment Workshop	Nelson	\$ 105.00		
Nov	Jones	Erin	Vice Principal	Threat Assessment Workshop	Nelson	\$ 834.84		
Nov	Spanos	Chris	Principal	Threat Assessment Workshop	Nelson	\$ 594.26		
Nov	Sommerfeld	Christina	Counsellor	Threat Assessment Workshop	Nelson	\$ 300.50		
Nov	Adams	Jennifer	Principal	BCPVPA Conference	Victoria	\$ 2,029.12		
Nov	Attorp	Jennifer	Principal	BCPVPA Conference	Victoria	\$ 1,846.25		
Nov	Leiman	Krysta	SEL Teacher	Mental Health Support	Nisku	\$ 1,516.03		
Nov	Holt	Scott	Principal	Resiliency Destination	Victoria	\$ 2,587.98		
Nov	Johnson	Viveka	Superintendent	BCSTA Trustee Academy	Vancouver	\$ 1,794.12		
Nov	Taylor	Nick	Secretary Treasurer	BCASBO and BCSTA	Vancouver	\$ 3,459.08		
Nov	Ayling	Trina	Trustee	BCSTA Trustee Academy	Vancouver	\$ 2,085.92		
Nov	Johns	Chris	Trustee	BCSTA Trustee Academy	Vancouver	\$ 2,191.42		
Nov	Clarke	Alysha	Trustee	BCSTA Trustee Academy	Vancouver	\$ 2,154.26		
Nov	Kaushal	Vintee	Finance Manager	BCASBO	Vancouver	\$ 2,737.17		
Nov	McPhee	Doug	Chairperson	BCSTA Trustee Academy	Vancouver	\$ 1,957.58		
							<b>\$ 34,811.19</b>	
Dec	Skene	Amanda	HR Coordinator	Career Fair	Lethbridge	\$ 602.90		
Dec	Boehm	Erin	District VP	Career Fair	Lethbridge	\$ 45.00		
Dec	Leduc	Terrace	IESW	FNESC	Vancouver	\$ 1,429.69		
Dec	Hekker	Alexis	IESW	FNESC	Vancouver	\$ 2,187.35		
Dec	Shatowsky	Teri	IESW	FNESC	Vancouver	\$ 2,083.99		
Dec	Peters	Kerry	IESW	FNESC	Vancouver	\$ 2,248.79		
							<b>\$ 8,597.72</b>	
Jan	Skene	Amanda	HR Coordinator	Career Fair	Calgary	\$ 1,595.03		
Jan	Skene	Amanda	HR Coordinator	Career Fair	Edmonton	\$ 1,735.64		
Jan	Boehm	Erin	District VP	Career Fair	Calgary	\$ 522.00		
Jan	Boehm	Erin	District VP	Career Fair	Edmonton	\$ 728.17		
Jan	Boehmer	Craig	Vice Principal	Children's Autism Workshop	Edmonton	\$ 2,403.27		
Jan	Bottoni	Marzia	District Teacher	Career Fair	Edmonton	\$ 1,485.60		
							<b>\$ 8,469.71</b>	
Feb	Wasylowich	Kaley	District Principal	Autism Conference	Edmonton	\$ 1,544.95		
Feb	Reid	Eric	Assistant Manager Operations	ASTSBC Meetings	Vancouver	\$ 100.00		
Feb	Tank	Joe	Director Operations	Management Workshop	Fairmont	\$ 610.14		
Feb	Wyatt	Dawn	Assistant Manager Operations	Management Workshop	Fairmont	\$ 610.14		
Feb	Reid	Eric	Assistant Manager Operations	Management Workshop	Fairmont	\$ 610.14		
Feb	Runions	David	Buildig Services Foreperson	Management Workshop	Fairmont	\$ 610.14		
Feb	Marshall	Jared	Maintenance Foreperson	Management Workshop	Fairmont	\$ 610.14		
Feb	Wade	Greg	Maintenance Foreperson	Management Workshop	Fairmont	\$ 610.14		
Feb	Lepine	Clint	Maintenance Foreperson	Management Workshop	Fairmont	\$ 610.14		
Feb	Jones	Breanne	Payroll and Benefits Coordinator	PEBT Conference	Vancouver	\$ 955.28		
Feb	Gaudon	Gizelle	Vice Principal	Reading for the Love of It	Toronto	\$ 3,164.48		
Feb	Phillips	Laura-Lee	Principal	Reading for the Love of It	Toronto	\$ 3,174.95		
Feb	Skene	Amanda	HR Coordinator	PEBT Conference	Vancouver	\$ 1,216.08		
							<b>\$ 14,426.72</b>	
Mar	Johnson	Viveka	Superintendent	All Superintendent Meeting	Vancouver	\$ 1,177.40		



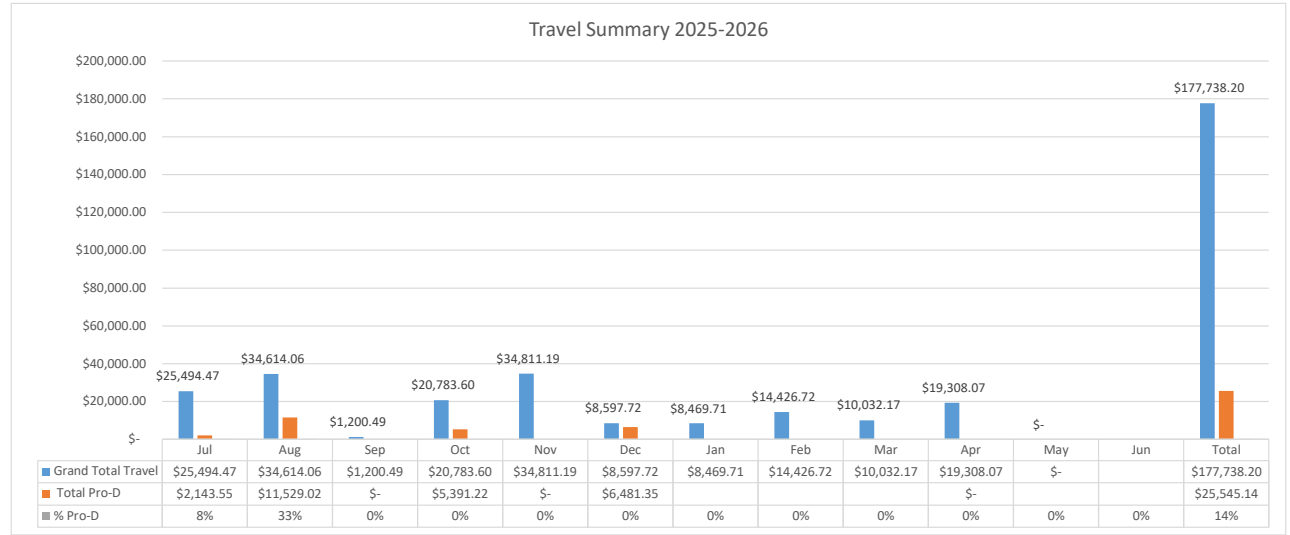
<b>Month</b>	<b>Total</b>
Jan	8,469.71
Feb	14,426.72
Mar	10,032.17
Apr	19,308.07
May	
Jun	
Jul	25,494.47
Aug	34,614.06
Sep	1,200.49
Oct	20,783.60
Nov	34,811.19
Dec	8,597.72
<b>Grand Total</b>	<b>177,738.20</b>

### Travel Summary 2025/2026

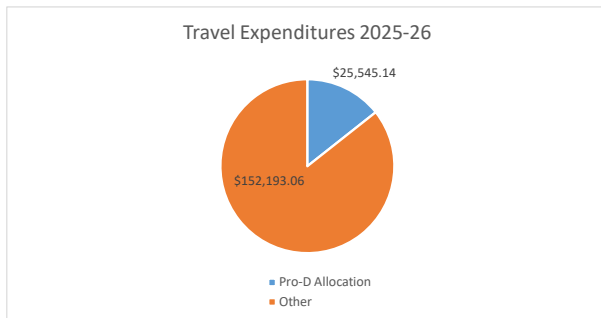


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
■ Grand Total Travel	\$25,494.47	\$34,614.06	\$1,200.49	\$20,783.60	\$34,811.19	\$8,597.72	\$8,469.71	\$14,426.72	\$10,032.17	\$19,308.07	\$-		\$177,738.20
■ Total Pro-D	\$2,143.55	\$11,529.02	\$-	\$5,391.22	\$-	\$6,481.35				\$-			\$25,545.14
■ % Pro-D	8%	33%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	14%

Month	Grand Total Trave	Total Pro-D	% Pro-D
Jul	\$ 25,494.47	\$ 2,143.55	8%
Aug	\$ 34,614.06	\$ 11,529.02	33%
Sep	\$ 1,200.49	\$ -	0%
Oct	\$ 20,783.60	\$ 5,391.22	0%
Nov	\$ 34,811.19	\$ -	0%
Dec	\$ 8,597.72	\$ 6,481.35	0%
Jan	\$ 8,469.71		0%
Feb	\$ 14,426.72		0%
Mar	\$ 10,032.17		0%
Apr	\$ 19,308.07	\$ -	0%
May	\$ -		0%
Jun			0%
<b>Total</b>	<b>\$ 177,738.20</b>	<b>\$ 25,545.14</b>	<b>14%</b>



Total Travel Costs Pro-D Allocation Other  
 \$ 177,738.20 \$ 25,545.14 \$ 152,193.06



# May

2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 11:00 a.m. Red Dress Day Event Rotary Park	6	7	8	9
10	11	12 1:00 – 5:00 p.m. Board Meetings at KLC	13 5:00 p.m. EV High Schools Indigenous Honouring Ceremony at Fernie Sec.	14 District Authority Scholarships EV 8:45 a.m. Elkford 10:00 a.m. Sparwood 1:00 p.m. Fernie	15	16
17	18 BCASBO Conference (NT)	19 6:00 p.m. Community Engagement (RMES) Elkford	20 KBB BCSSA (District)	21 District Scholarship Cranbrook	22 Ready Set Learn (Elkford)  District Scholarship Cranbrook	23
24	25 All Committees Meetings Cranbrook	26 6:00 p.m. Community Engagement (MBSS) Cranbrook	27 10:00 a.m. Ready Set Learn Cranbrook Rotary Park	28	29	30 6:00 p.m. Sparwood Secondary Graduation
31						

# June

2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 5:30 p.m. Retirement Party (Prestige)	5	6
7	8	9 Board Meetings	10	11 Ready Set Learn (Fernie)	12	13
14 12:00 p.m.-3:00 p.m. Annual ʔaʔam Community Education Awards Dan Joe Gymnasium	15	16	17	18	19	20
21	22	23	24 11:45 a.m. Cranbrook BBQ Bus Shop 5:00 p.m. MBSS Grad	25 10:00 a.m. Elkford Grad 10:00 a.m. Fernie Grad 12:30 p.m. Fernie BBQ	26	27
28 PVP Gathering Fernie Secondary	29	30				